

RESEARCH INTEGRITY ANNUAL STATEMENT 2017/18

Goldsmiths is a signatory to *The Concordat to Support Research Integrity* and this fourth annual statement reports on the progress being made in creating a culture of integrity.

This public statement is intended to provide assurance that as a university we are responsible for:

- supporting and strengthening understanding and application of research ethics and integrity issues in researchers at all levels.
- having processes to manage and investigate allegations of misconduct that are transparent, robust and fair, and fit for purpose
- reporting on any formal investigations of research misconduct that have been undertaken during this year.

Professor Simon McVeigh

Academic Director of Research Policy

Chair, Research Ethics & Integrity Sub-Committee [REISC]

May 2018

1 Governance arrangements for staff and student research

Research Ethics & Integrity Sub-Committee [REISC]

REISC manages research ethics and integrity policy and procedures for Goldsmiths and reports termly to its parent committee, Research and Enterprise Committee, which, in turn, reports to the Academic Board (<http://www.gold.ac.uk/governance/committees/>).

The Chair of the REISC, as of 1 October 2016, is Professor Simon McVeigh, Professor of Music and Goldsmiths' Academic Director of Research Policy. The term of service for REISC members is 3 academic years (renewable once). For academic session 2017/18, REISC has 16 members (5 ex officio including the Chair), across 3 academic schools, including 2 members of Goldsmiths' Students' Union and 1 external member. For the next academic sessions we are seeking a second external/lay person for the committee, and two representatives from the School of Professional Studies, Science and Technology to replace members whose second term of service has ended. The Academic Lead: Early Career Researchers will be retiring and discussion considering replacing this post with an Early Career Researcher has taken place.

All staff research ethics applications are reviewed within departments before being submitted to the REISC for review; in terms of a guide to workload, Goldsmiths employs about 1,200 academic staff (equivalent to 680 FTEs). Full committee review is given where possible and a quorate virtual committee is appointed each term so that applications can be reviewed throughout the year with a turnaround time of approximately 15 working days. Successfully reviewed applications receive a letter of confirmation with a unique reference number. The process, including dates of meetings and annual statements, is posted on Goldsmiths' website at <http://www.gold.ac.uk/research/ethics/>.

51 applications were submitted for committee review in the period May 2017 to April 2018; additionally guidance was given to a number of PGR students where advice on management of specific risks was required.

Graduate School

The Graduate School publishes an annual code of practice for research students (<http://www.gold.ac.uk/graduate-school/>) which refers students to the sources of key information on Goldsmiths' arrangements for managing ethics and ensuring good academic practice (see 3 below). The code also emphasizes the key role of supervisors in working with students to ensure that their research meets standards for ethics and research integrity generally. The Graduate School has run 25 supervisor training sessions, including refresher sessions, in academic sessions 2016-17 and 2017/18. Around 400 supervisors attended these sessions (about 90% of the active supervisors). The Graduate School includes a

specific session on research ethics forms part of the Graduate Induction week for new PhD students.

The School purchased an online PhD Management system to manage administrative processes (including supervisor training) which should lead to better monitoring of PGRs' progress in their studies. Progress in this area will be reported via Graduate School Board, a sub-committee of the Research & Enterprise Committee. The company supporting the web platform for this new system has ceased trading and so the future of the project is currently under review.

Academic Departments

Academic departments are responsible for managing ethics approvals for their students from UG to PGR. Each academic department has a designated Ethics and Integrity contact who acts as lead for the department and is in consultation with the REISC.

2 Departmental Ethics Review 2016/17

Following on from the review last year, new guidelines and documentation will now be devised by the REISC and, following consultation with departments, made available online.

3 Communicating research ethics and integrity

The main means for staff and students to access information about Goldsmiths' research ethics management processes is via the website at: <http://www.gold.ac.uk/research/ethics/>. There is currently no dedicated information page on the staff intranet, *Goldmine*, which we plan to add in 2018. We have also reviewed the website itself, and plan to make a number of changes to information on ethical conduct, to make the principles and processes clearer to researchers at all levels. We will incorporate links to other policy statements on ethics and integrity that appear in a variety of places on the website, for example, Equality and Diversity at <http://www.gold.ac.uk/equality-diversity/>; ethical investment policy at <http://www.gold.ac.uk/governance/policies/ethical-investment/>; and a variety of ordinances, regulations and governance information at <http://www.gold.ac.uk/governance/>.

4 Research misconduct

Two allegations of research misconduct have been received between June 2017 and May 2018 and none are still under investigation.

We are guided by the UKRIO Procedure for the Investigation of Misconduct in Research (2008). The policy setting out the procedure to be used in investigation and reporting on cases of misconduct, *Policy on safeguarding good academic and scientific practice and dealing with allegations of misconduct in research*, is available on our website

at: <http://www.gold.ac.uk/media/documents-by-section/about-us/governance/safeguarding-research-practice.pdf>.

5 Progress on actions from 2016/17

Five specific actions were identified below:

(a) Second external member to be sought to be appointed to REISC during 2017, ideally for the commencement of the 2017/18 academic session.

As reported in section 1, we were unable to recruit a second lay/external member for this academic session and we will carry forward this action.

(b) Confirmation of Graduate School's purchase of a PhD Management System.

The Graduate School was working with the company on the implementation of the PhD management system, but the one of the provider companies has recently ceased trading.

(c) Base-line guidelines for ethical approval, application form and FAQs to be reviewed, finalised and posted on www.gold.ac.uk and *Goldmine*.

The near final EAF will be presented to the REISC at the 2 May meeting. The process has involved consultation with departmental Ethics and Integrity contacts. Once the version is formally agreed, it will be posted on the internet and the intranet.

(d) Review of website and development of mini-site within staff intranet (*Goldmine*).

This action is continuing into 2018/19.

(e) Seminar series, open to all staff and students, on ethics-related topics to share practice.

Two lunchtime events were held around creativity and ethics and ethics and publishing; we plan a Research Integrity full-day event in 2018/19 to launch the new form and to discuss changes related to GDPR.

6 Actions for REISC in 2018/19

(a) Second external member and Early Career Researcher to be sought for REISC.

(b) Revised application form and FAQs to be posted on www.gold.ac.uk and *Goldmine*.

(c) Review of website and development of mini-site within staff intranet (*Goldmine*).

(d) Research Integrity day-event planned to launch the new form and to discuss changes related to GDPR.

(e) Work with the Graduate School and departmental Ethics and Integrity contacts to monitor PGR ethical processes so as to ensure alignment with staff processes.