

Code of Practice on Research Integrity

Owner: *Job Title: Deputy Vice Chancellor*

Approved by: *Research Committee*

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1.0	September 2018	Introduction of Code of Practice for research Integrity in response to the Concordat for Research Integrity by the Universities UK.		Published
2.0	July 2021	Periodic Review plus update to reflect new University structure.	Prof. Lawrence Philips.	Published
2.1	October 2024	Addition of Schedule A clarifying applicability of policy to collaborative partners. Approved by Academic Committee October 2024.	Collaborative Provision Manager	Approved

Code of Practice for Research Integrity

1. Aims and Objectives

To set out the University's framework for good conduct in research.

2. Guiding Principles

The Concordat to Support Research Integrity, developed by Universities UK (UUK) in collaboration with funding and research councils and various government departments, provides a framework for good research conduct and its governance. It sets out five commitments that all those involved with research should make that will provide assurances to government, the wider public and the international community that research in the UK continues to be underpinned by the highest standards of rigour and integrity. Regent's University London is a member of UUK and is expected to be compliant with the Concordat commitments that were introduced in 2012.

3. Policy Statement

There are five key commitments that must be met to be compliant with the Concordat. The following sections describe how Regent's aims to meet the commitments.

a) To maintain the highest standards of rigour and integrity in all aspects of research.

The core elements of this Code are honesty, rigour, transparency and open communication, and care and respect. The University Research Committee is responsible for developing, reviewing and updating this Code of Practice in line with good practice in the sector, and for reviewing institutional compliance. It is also responsible for the University's Research Ethics Policy. It delegates operational responsibility to the University's Research Ethics Review Panel. The Chair of the Research Ethics Review Panel produces a report for Research Committee annually which summarises all research ethics decisions including any problematic issues.

b) To ensure that research is conducted according to appropriate ethical, legal and professional frameworks, obligations and standards.

Staff and Students engaging in research are made aware of the Code of Practice on Research Integrity as a guide for the professional conduct of individuals, teams, Research Centres, and Academic Content Areas. They apply to all aspects of research, including the preparation and submission of grant and project proposals, the publication and dissemination of findings, and the provision of expert review on the proposals or publications of others. The Code is available on both the University's intranet and its public website.

The ethical scrutiny and approval of research is governed by the Research Ethics Policy at University level¹.

The Staff Intranet pages provide links to the policy and the application form for ethical approval. The ethical conduct of research is also governed by professional society accreditation standards where applicable.

c) To support a research environment that is underpinned by a culture of integrity, based on good governance, best practice, and support for the development of researchers.

The research environment may include:

- a. Clear policies, practices, and procedures to support researchers
- b. Suitable learning, training, and mentoring opportunities to support the development of researchers
- c. Robust management systems to ensure policies are implemented
- d. Awareness among researchers of the standards and behaviours that are expected of them; and
- e. Systems within the research environment that identify potential concerns at an early stage and mechanisms for providing support to researchers in need of assistance.

All policies and procedures relating to research are available on the Staff Intranet pages.

The University is committed to the development of researchers, both staff and students. This commitment is realised through several channels:

- University-wide development such as workshops co-organised by Academic Content Areas, Academic and Educational Development (AED), and Learning and Development within Human Resources
- Subject-specific initiatives led by Directors of Content, Course Leaders and senior academics
- Training and Development opportunities through our PhD collaborative partner, the University of Northampton, both for students, and for staff, in – for example – the Supervisor Development Programme leading to the PG Cert in Supervision
- Information sessions on research integrity open to all staff
- Assurance that collaborators – such as for the validation of our research degree programmes – are also signed up to the Concordat to Support Research Integrity
- Learning and development policies such as those relating to probation, and Performance and Development Review.

As well as clear documentation on policy and process, the University has a named Research Integrity Adviser who can be approached informally by any staff member or student with a question, problem, or issue either for themselves or in respect of another member of the University.

d) To use transparent, robust, and fair processes to be deal with allegations of research misconduct should they arise.

Student Research:

Allegations relating to student research should be addressed through the processes of the following:

- Regent's University Academic Regulations (Undergraduate and Postgraduate Masters degrees validated by Regent's)
- University of Northampton regulations (current PhD students)
- University of Wales regulations (current DCounsPsy and MPhil and PhD)

- Open University regulations (current DPpsych).

Staff Research:

The University has a procedure for Allegations of Misconduct in Research, through its Disciplinary Procedure, which is available to all staff on the intranet.

Any allegations of misconduct in research should be submitted to the Company Secretary who will decide on an appropriate investigation. According to the Disciplinary Procedure, this might initially be through an Informal Stage process, or directly to the Formal stages. Misconduct in research can include, but is not limited to:

- Falsification or fabrication
- Plagiarism
- Misrepresentation of data and/or interests and/or involvement
- Breaches in data protection
- Failure to follow the Research Ethics Policy.

e) To work together to strengthen the integrity of research and to reviewing progress regularly and openly.

The University presents a short annual statement to the Board that:

- Provides a summary of actions and activities that have been undertaken to support and strengthen understanding and application of research integrity issues
- Provides assurances that the processes we have in place for dealing with allegations of misconduct are transparent, robust, and fair, and that they continue to be appropriate
- Provides a high-level statement on any formal investigations of research misconduct that have been undertaken.

4. Implementation of this policy

This Code of Practice should be followed by all staff undertaking research and/or directing the research of students.

5. Measurement of policy's success

Success for this policy is to be measured in the number of disciplinary cases involving staff research misconduct, and in the number of cases involving student academic misconduct in research.

6. Monitoring of the policy

The University Research Committee will produce an annual report for The Board updating them on the numbers of research misconduct cases and on any actions being taken to promote research integrity.

7. Review of policy

This policy and procedures will be subject to regular review (at least once every three years) undertaken by the Associate Provost leading on Research on behalf of the University and reported to the University Research Committee. Any major changes will need to be approved by the University Research Committee.

8. Related Documents

- Regent's University Academic Regulations (Undergraduate and Postgraduate Masters degrees validated by Regent's)
- University of Northampton regulations (current PhD students)
- University of Wales regulations (current DCounsPsy and MPhil and PhD)
- Open University regulations (current DPsych)
- Disciplinary Procedure.

¹In some professionally-accredited programmes, the ethical approval process may be required to comply with a professional body, such as the British Psychological Society, or – for research within the NHS – with its own ethical approval process. This may also be the case with specific research funder.

The applicability of this Policy under the University's Collaborative Provision arrangements is detailed in Schedule A.

9. Schedule A

The applicability of these Regulations under the University's Collaborative Provision arrangements is detailed below.

Where the Regent's University London Regulations apply, collaborative partners may use different terminology, e.g. 'programmes' and 'units' instead of 'courses' and 'modules'.

Domus Academy

This policy does not apply to Domus Academy students. Students should refer to Domus Academy's policies for the applicable policy.

Istituto Marangoni London

This Policy does not apply to Istituto Marangoni London students. Students should refer to Istituto Marangoni London's Research Ethics Policy and Procedures.

Istituto Marangoni Paris

This Policy is not applicable to students studying at Istituto Marangoni Paris. Students should refer to Istituto Marangoni Paris' Policies for applicable Policy.

Liverpool Media Academy (LMA)

This policy is not applicable to LMA students. Students should refer to LMA's policies for the applicable Policy.

Macromedia

This policy is not applicable to Macromedia students. Students should refer to Macromedia's policies for the applicable policy.