

## RESEARCH INTEGRITY AND ETHICS POLICY FOR TAUGHT COURSES

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Falmouth University is committed to supporting all students to consider the ethical parameters of their work. This policy is intended to help you meet your obligations and responsibilities for conducting research in an ethical manner and to protect the interests of all those involved in research (both researchers and participants).

This policy applies to all students enrolled on taught courses. You should read this policy in conjunction with:

Handbook for Research Integrity and Ethics (for students on taught courses)

Academic Integrity Policy

### Key facts

You should familiarise yourself with the entirety of the Research Integrity and Ethics Policy, and we would particularly draw your attention to the following elements:

| Clause(s) | Description  |
|-----------|--|
| 2         | This policy applies to any research you undertake as part of your course at the University. It applies to all your research whether or not it contributes to work you will be submitting for assessment.   |
| 4         | <u>ALL</u> research you plan to undertake as part of your studies at Falmouth University must be subject to ethical review. You must complete the review <b>before</b> starting your research.   |
| 4 iv      | Having started your research, if you make any changes to the project that would result in an answer to the self-evaluation check list being different, you will need to complete a new ethical review before you can continue with your project. |

#### 1. Definition of Research

For taught courses at Falmouth University we use the term 'research' to cover a necessarily wide range of practices, reflecting a breadth and diversity in subject areas and approaches and the variations in the contexts in which research takes place. In general terms, however, research is the process of investigation, inquiry or discovery you undertake and share whilst producing work for assessment. At Falmouth, this research process may be associated not just with traditional written assessments, dissertations and extended essays, but also performances, exhibitions, installations, events and a host of other contexts and practices.

#### 2. Scope of the Research and Innovation Integrity and Ethics Policy

This policy applies to any research you undertake as part of your course at the University. It applies to all your research whether or not it contributes to work you will be submitting for assessment.

### 3. Guiding Principles

The Handbook for Research Integrity and Ethics provides guidance on the application of the principles outlined in this policy. All University documentation reflects the University's firm commitment to the five core principles of the Concordat to Support Research Integrity. By adopting the values of the concordat, the University commits to:

- I. underpin all of its work with common values of rigour and integrity;
- II. conform to all ethical, legal and professional obligations incumbent on its work;
- III. nurture a research environment that supports research of the highest standards of rigour and integrity;
- IV. use transparent, robust and fair processes to handle allegations of misconduct; and,
- V. continue to monitor, and where necessary improve, the suitability and appropriateness of the mechanisms in place to provide assurances over the integrity of research.

Upholding these values necessitates that the common principles of integrity, honesty, rigour, openness and transparency lie at the heart of everything we do. This will be reflected in every stage of research and innovation activity, from research design and the preparation of funding proposals, to dissemination of outcomes.

Under each of these themes, the Handbooks on Research Integrity and Ethics explain what is expected of researchers, detailing the legal and professional frameworks we must comply with, expressing the University values and outlining the processes researchers must use to develop their projects.

In all cases, staff and students must adhere to relevant University policies and the structures and processes outlined in the Research Integrity and Ethics Handbooks, which safeguard the rights and dignity of everybody involved in research and innovation projects, minimise negative impact on the environment and observe obligations towards funders, partners, the law and society at large.

### 4. Conducting an Ethical Review

ALL research you plan to undertake as part of your studies at Falmouth University must be subject to ethical review. You must complete the review **before** starting your research. The first stage of review is a self-evaluation check list (available in the Handbook).

#### *I. Low Risk*

If you are able to answer 'no' to all of the questions on the check list, the check list should be approved by your module leader/tutor and you should include a copy with the final submission of the assessment.

#### *II. Medium Risk*

If you have answered 'no' to all of the questions in the 'high risk' section of the check list, but your answer to one or more questions in the 'medium risk' section of the check list is 'yes', you are required to complete a full ethics review form. This should be submitted to your module leader/tutor. Medium Risk projects can be signed off by your course/department's designated taught course research lead.

### *III. High Risk*

If you have answered 'yes' to one or more of the questions in the 'high risk' section of the check list, you are required to complete a full ethics review form and submit this to your module leader/tutor. When your course/department's designated taught course research lead is satisfied with the ethics review, it should be submitted to the Research Integrity and Ethics Committee.

### *IV. Changes*

Once you have completed the above process you can continue with your research project. If you make any changes to the project that would result in an answer to the check list being different, you will need to complete a new ethical review before you can continue with your project.