

Cardiff Metropolitan University

Annual Statement on Research Integrity: 2021/22

Mae'rddogfen hon hefyd ar gael yn Gymraeg / This document is also available in Welsh

1. Introduction and Background

1.1 Cardiff Metropolitan University is fully committed to supporting the highest levels of research integrity and governance in all its research activity. As a recipient of public funding, Cardiff Met recognises the importance of ensuring that its staff and students maintain exemplary standards of academic practice, integrity and honesty in all aspects of research.

1.2 As a signatory to the Concordat to Support Research Integrity, Cardiff Met is committed to upholding and maintaining the commitments contained within it. In order to improve accountability and provide assurances that measures are being undertaken to support high standards of research integrity, the Concordat recommends that employers of researchers present a short annual statement to their own governing body which:

- 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 they have in place for dealing with allegations of misconduct are transparent, robust, fair, and that they continue to be appropriate to the needs of the organisation
- Provides a high-level statement on any formal investigations of research misconduct that have been undertaken.

1.3 This is the University's fifth annual statement on Research Integrity and relates to the 2021/22 academic year. Detailed information regarding the University's overarching approach to research integrity and research misconduct is contained within the University's first Annual Statement published in 2018 and available via the Cardiff Met website¹.

1.4 As recommended by the Concordat, this statement will be made publicly available on the University website.

2. Summary of actions and activities undertaken to support and strengthen understanding and application of research integrity issues

2.1 Research integrity has remained a key focus for the University in the 2021/22 academic year. Particular activities which have been undertaken during the year are:

- The University became a subscriber to the UK Research Integrity Office (UKRIO) in December 2021 and became a signatory of DORA in April 2022.

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http://www.cardiffmet.ac.uk/research/Documents/Research%20Integrity/Annual_statement_on_research_integrity_June18.pdf

- Work on the development of an online ethics training module has continued. User testing has commenced with a view to making the module available to all staff in the next few months.
- Documentation concerned with the gaining of informed consent and the withdrawal of consent was updated. In particular, the link between the two processes was strengthened in order that research participants are aware of their right to withdraw, and the implications of this, at the point at which they give informed consent.
- Work is being undertaken to develop a standardised approach to ethics processes at our Transnational Partner Institutions.
- The Ethics Application Form has been updated in order to comply with revised Prevent procedures.
- An extensive feasibility study into development of online ethics application approval system has recently concluded with a positive outcome. As a consequence, work to build the system will commence in Autumn 2022.
- An audit of Cardiff Met ethics processes has commenced. Initial work has resulted in positive outcomes overall with only one category where the standard was not met. A programme of work will now be developed.

3. Processes in place for dealing with allegations of misconduct

3.1 The University's Policy on Research Misconduct was reviewed and updated this year and was approved by the Research & Innovation Committee in December 2021. Whilst the previous iteration of the policy was found to largely remain fit for purpose, some minor amendments were made. These were:

- Reference to UKRI policy and guidance in this area was updated and the full text of the UKRI policy was included as an annex to the Cardiff Met policy. Reference was also included to UKRI's Preventing Harm (safeguarding) in Research and Innovation Policy.
- The process for instances where either the Director of Research or Director of Learning is implicated in the allegation was amended.
- The opportunity for the complainant to request an alternative Investigating Officer was added.

3.2 The process for investigation of allegations of research misconduct at Cardiff Met remains a two-stage process:

- STAGE 1: Allegations of research misconduct are made in writing to the Director of Research (DoR) who will undertake an initial investigation to establish whether a prima facie case of misconduct exists. Where it is not appropriate for the DoR to undertake the investigation, this will be conducted by an alternative member of staff, nominated by the PVC (Research).
- STAGE 2: Where a prima facie case is deemed to exist, the case will be referred to the PVC (Research) who may take immediate action or may instigate further investigation into the allegation. If further investigation is necessary, they will be carried out by either the PVC (Research) or by an appropriate individual appointed by the PVC (Research).

3.3 The current version of the Research Misconduct Policy can be found on the [Cardiff Met Policy Hub](#).

4. Statement on any formal investigation of research misconduct that have been undertaken

4.1 There were no allegations received under the University's Research Misconduct Procedure during 2021/22.