



**FACULTY OF EDUCATION  
RESEARCH ETHICS COMMITTEE (REC)**

**CODE OF CONDUCT FOR REC MEMBERS**

All REC members are expected to:

*1.1. REC Meetings*

- 1.1.1. Participate actively in the deliberations of REC meetings, and to allow all other members to also participate and communicate their views in an atmosphere of openness, tolerance, fairness and mutual respect.
- 1.1.2. Acknowledge the expertise and discipline-specific knowledge of other REC members in discussions and respect discipline-specific differences in research paradigms, methodologies and determination of academic merit.

*1.2. Ethical Review of Research Proposals*

- 1.2.1. Complete all assigned research proposal reviews diligently, and timely enough to give required attention to detail.
- 1.2.2. Allow only considerations of research ethics and how these relate to the protection of participants' rights and interests to guide decision-making in the research proposal review process.
- 1.2.3. Reach decisions on ethical review of research proposals independently, by consideration of facts as contained in the research proposal, sound knowledge of the principles of research ethics and criteria for the REC's decision codes.
- 1.2.4. Ask for advice or guidance from other REC members if uncertain about any aspect of research proposal review.
- 1.2.5. Request clarification if required from supervisors, students or researchers during the research proposal review process.
- 1.2.6. Write useful research proposal reviews – i.e. reviews that are concise, clear, draw attention to deficiencies or areas that require revision, clearly explain deficiencies or the need for revision and offer advice if appropriate.
- 1.2.7. Avoid critiquing research design or method unless deficiencies can be identified that have clear ethical implications.
- 1.2.8. Avoid excessive critique of grammar, punctuation, spelling or technicalities of reference style (these can be pointed out in a concise and general way in order to give feedback that may improve the quality of the research proposal, but are not of primary concern in an ethical research proposal review).

1.3. *Confidentiality*

1.3.1. At all times uphold the duty to treat all research-related and other personal information discussed or communicated during the course of REC activities as strictly confidential.

1.4. *Conflicts of Interest*

1.4.1. Be constantly aware of the possibility of conflicts of interest arising during REC-related activities and be in a position to declare them when they occur during the performance of assigned duties.

1.4.2. Always declare possible conflicts of interest, or ask the advice of the Chairperson and other members at a REC meeting if uncertain of whether a conflict of interest exists, may exist or not.

REC Member Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_