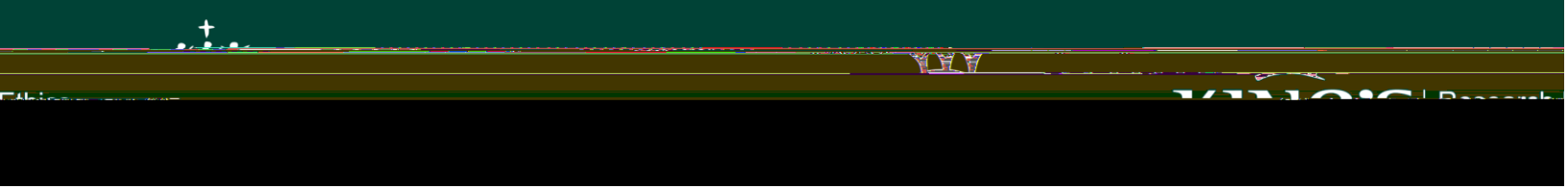
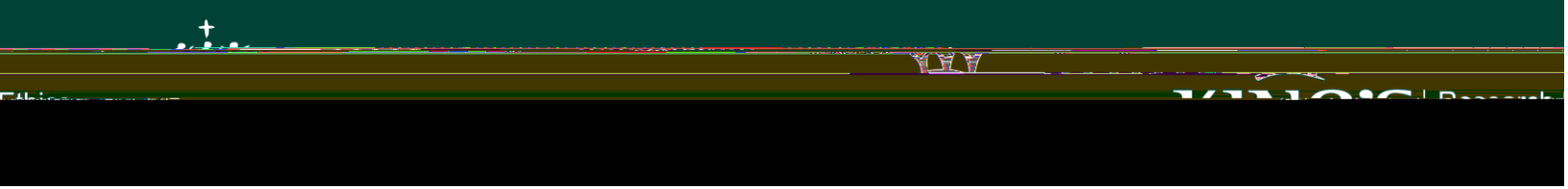


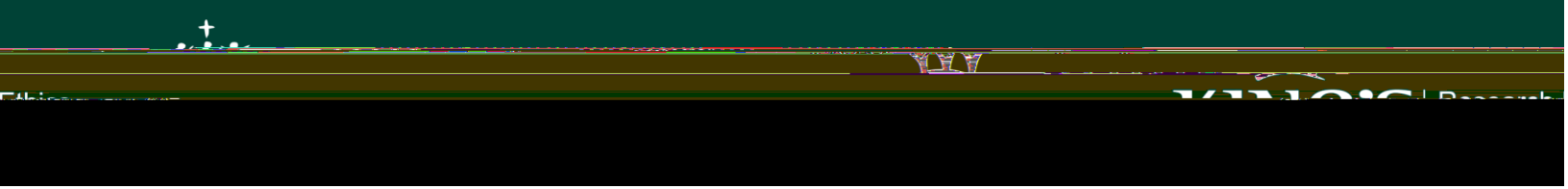
KING’S RESEARCH ETHICS REVIEW COMMITTEE TERMS OF REFERENCE
(Revised April 2022)

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3.3 Scholarly Review

In accordance with TCPS2-implications.

limit its consideration of methods and design solely to ethical

Article 2.7

As part of research ethics review, the REB shall review the ethical implications of the methods and design of the research. (TCPS2-2018, Article 2.7)

It is important to note, however, that **a lack of minimally acceptable scholarly quality can have ethical implications**. A core consideration of ethical review, as outlined in TCPS2-2018, is consideration of the reasonable balance of potential harms and benefits to both researchers and participants. If there is reason to believe that the proposed study designs or methods would not meet the minimal standards of scholarly peer-review in the relevant disciplines, then the project may be unlikely to achieve any scholarly benefits. In such cases, there is strong reason to believe that the potential benefits of the study are unlikely to outweigh the potential harms identified. As such, RERC members may raise legitimate ethical concerns about the minimally acceptable scholarly quality of the proposed study in the context of consideration of the balance of proposed harms and benefits.

However, in its deliberations and decisions the RERC must limit itself to the threshold of minimally acceptable scholarly quality. Once the RERC establishes that the minimal quality threshold is met, it should refrain from suggestions about how to improve the rigor/quality of design or methods proposed (except perhaps as friendly/collegial suggestions provided as supplements to the official RERC decision/feedback).

The RERC will not conduct scholarly peer-review of studies submitted for review to the RERC. However, at its discretion, the RERC can request that a proposed study provide evidence of passing such review (according to the relevant standard practices of scholarly review for the proposed study) before granting its final approval.

4 Composition of RERC

4.1 TCPS2-2018 Minimum Requirements

TCPS2-2018 outlines specific requirements for the composition of any research ethics board (Article 6.4): at minimum, research ethics boards must have at least five members, including both men and women, **each acting as a representative of one of three required categories**:

Category 1: Research Discipline Experts (at least 2 members: broad representation across disciplines should be represented)

Category 2: Ethics Expert (at least 1 member)

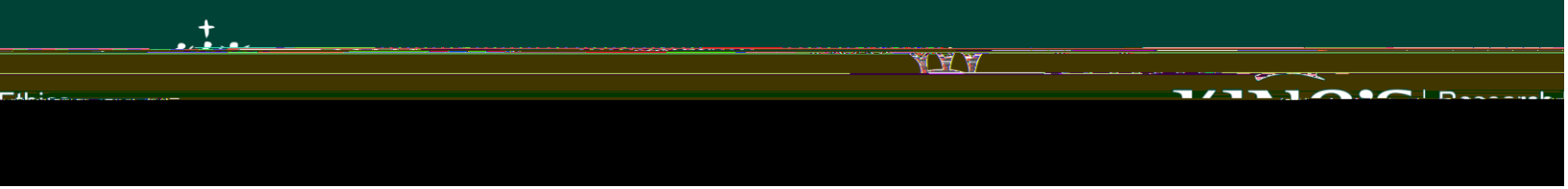
Category 3: Community Member (at least 1 member not affiliated with the institution whose primary role is to reflect the perspective of the participant, and so prior experience as a research participant is an asset)

TCPS2-2018 (Article 6.4) also identifies an additional category that is **optional** for non-medical REBs.

Category 4: Legal Expert

According to TCPS2-2018, **each committee member should only formally represent one membership category**. However, this does not prevent members from contributing to the review of applications from more than one perspective (i.e., members are *not* restricted from providing input from multiple perspectives).

4.2 Voting-



RERC Chair, Vice-Chair, Administrative Officer, and RERC as a whole. The level of administrative support to be provided to the RERC by the ADO will be determined annually based on trends of submissions and requests processed by the RERC (the review should be conducted in accordance with the annual budget process/schedule).

The RERC Administrative Assistant is not a member of the RERC and should not serve as a member of the RERC while also acting as Administrative Assistant. In order to carry out their administrative duties, the Administrative Assistant will attend all RERC meetings as a non-voting observer.

Responsibilities of the Administrative Assistant may include (but are not limited to): coordination of meetings; taking minutes; document preparation, processing, and filing; maintaining the RERC email inbox (ethics@kin)

5 Commitment to Academic Freedom

The RERC is committed to principles of academic freedom, in particular as they are outlined in the Collective Agreement . As such, the RERC is committed to approving all research that meets the ethical standards outlined in TCPS2-2018, even if the subject matter is otherwise deemed controversial or offensive to particular RERC members.

6 Commitment to Equity, Diversity, Inclusion, and Decolonization (EDID)

is fully committed to integrating principles of equity, diversity, inclusion, and decolonization (EDID) in relation to its composition, processes, and reviews. The RERC is committed to ensuring that such EDID considerations (and others)

10 Required Training:

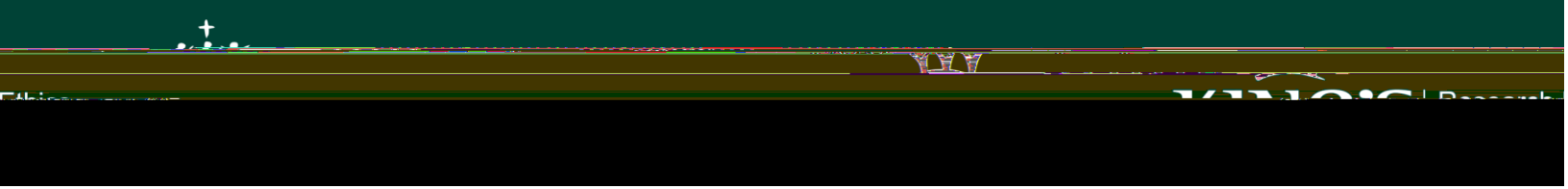
10.1 RERC Members:

Within 1 month of appointment, and prior to actively participating in the ethics review process, all University College Research Ethics Review Committee are required to complete the following training:

- 1) **Research Ethics Training:** the most up-to-date version of the online *TCPS2 Tutorial Course on Research Ethics (Core)* provided by the Tri-Agency
- 2) **Equity, Diversity, Inclusion, and Decolonization (EDID) Training:** All RERC members are expected to read/watch the following online resources.
 - a. **SSHRC: Best Practices in Equity, Diversity and Inclusion in Research** (<https://www.sshrc-crsh.gc.ca/funding-financement/nfrf-fnfr/edi-eng.aspx>)
 - b. **SSHRC: Guide to Addressing Equity, Diversity and Inclusion Considerations in Partnership Grant Applications** (https://www.sshrc-crsh.gc.ca/funding-financement/apply-demande/guides/partnership_edi_guide-partenariats_guide_edi-eng.aspx)
 - c. **CIHR: Bias in Peer Review Learning Module** (<https://cihr-irsc.gc.ca/lms/e/bias/>)

10.2 People Submitting to RERC

complete the following training *prior to* starting any research involving humans and it is *strongly recommended* prior to uploading their first RERC submission. Completing the training *before* submitting a proposal to the RERC will ensure that researchers are familiar with ethical policies.



continue (with the option of requiring certain modifications aimed at reducing the risk of further harm). Such suspensions of studies are independent of the Research Integrity Procedure insofar as that procedure aims at establishing whether the investigator violated norms of research integrity and the RERC protect participants from unnecessary or disproportionate harm. (It is possible that participants could face unnecessary or disproportionate harm even if the investigator is not guilty of violations of academic integrity. Even in cases where investigators are cleared of any accusation of academic offense, the RERC Chair may still require the investigator to adapt the study protocol to reduce/mitigate any credible harms identified in the complaint.)

13 Revision History

RERC Terms of Reference

Approved Revisions to the RERC Terms of Reference:

- April 13, 2022 (v2022.04.04 approved by Faculty Council)
- April 8, 2015 (*Approved by Faculty Council: April 6, 2016*)
- December 10, 2014
- October 3, 2014
- August 30, 2013

RERC Terms of Reference Originally Approved: September 2009.

Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans –