

**Cardiff Metropolitan University**

**Annual Statement on Research Integrity: 2022/23**

**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 sixth annual statement on Research Integrity and relates to the 2022/23 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 website<sup>1</sup>.

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 2022/23 academic year. Particular activities which have been undertaken during the year are:

- An online ethics training module has been launched, the completion of which is mandatory for core academic staff. The module is designed to promote the importance of ethics in research and explain ethics approval processes. The new module will be included in the mandatory induction training packages offered by Cardiff Met and new core academic staff will be required to complete the module within two weeks of joining.

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<sup>1</sup> <https://www.cardiffmet.ac.uk/research/Pages/Research-Integrity-and-Governance.aspx>

- Work to develop an online ethics application approval system has continued this year. Extensive preparatory work on process development has been undertaken which will feed into the implementation phase of the system.
- The system of protocol approval was reviewed and approved by the University Ethics Committee in November 2022.
- Processes for the devolvement of ethics processes to our TNE partner institutions were reviewed and approved by the University Ethics Committee in May 2023.
- The report form which Schools have historically used to report annually to the University Ethics Committee on activity in the previous academic year has been reviewed and revised to incorporate many of the specific standards measured by the ARMA/UKRIO audit tool. The revised format for annual reviews will be formally implemented in early 2023/24 when Schools will report on 2022/23.
- A programme of work has been developed with a view to improving training and staff development linked to ethics. This will include enhancements to the internal online ethics and governance resource.

### **3. Processes in place for dealing with allegations of misconduct**

3.1 The University's Policy on Research Misconduct was reviewed and updated and approved by the Research & Innovation Committee in December 2021.

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 PV-C Research and Innovation.
- STAGE 2: Where a prima facie case is deemed to exist, the case will be referred to the PV-C Research and Innovation 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 PV-C Research and Innovation or by an appropriate individual appointed by the PV-C Research and Innovation.

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 2022/23.