

Cardiff Metropolitan University

Annual Statement on Research Integrity: 2024/25

Mae'r ddogfen 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 eighth annual statement on Research Integrity and relates to the 2024/25 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, 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 2024/25 academic year. Particular activities which have been undertaken during the year are:
 - Work to develop an online ethics application form has continued this year. Following a pilot period the form will be officially launched for use by staff and students with effect from the 2025/26 academic year.
 - Discussion has continued this year in relation to planned improvement of training and staff development linked to ethics and integrity.

¹ <https://www.cardiffmet.ac.uk/research/research-environment/integrity-and-ethics/>

- In 2024/25 the new process for obtaining sponsorship from the Institution for health and social care research conducted in NHS facilities or using NHS resources in England Wales was rolled out. The team have supported four applications since it was launched and feedback has been positive to date. Work is currently being carried out to formalise a new sponsorship policy for implementation in 2025/26.
- Use of resources provided by UKRIO as part of our institutional subscription has continued to grow this year. Significantly, over 120 individuals enrolled onto the pilot e-learning module, *Introduction to Research Integrity*. We are consequently planning to launch publicity about the launch of the full module to all academic staff and doctoral researchers.
- Planning has begun related to the enhancement of guidance and support offered to staff and doctoral researchers in relation to research integrity and governance. This is a longer-term piece of work which will begin in earnest in the 2025/26 academic year and will be aligned to the relaunched Concordat to Support Research Integrity.

3. Processes in place for dealing with allegations of misconduct

- 3.1 The current version of the Research Misconduct Policy was approved by the Research & Innovation Committee in December 2021. The Policy is at present under review and it is expected that an updated version will be launched in the 2025/26 academic year.
- 3.2 Under the current policy, the process for investigation of allegations of research misconduct at Cardiff Met follows a two-stage process:
- STAGE 1: Allegations of research misconduct are made in writing to the Director of Research (DoR)² 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 Research Misconduct Policy can be found on the [Cardiff Met Policy Hub](#). Progress in relation to the review of the policy will be reported in the next annual statement.

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 2024/25.

² Note that this will now be carried out by the Head of Research and that this will be reflected in the updated policy.