

**Cardiff Metropolitan University**

**Annual Statement on Research Integrity: 2018/19**

**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 second annual statement on Research Integrity and relates to the 2018/19 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 2018/19 academic year. Particular activities which have been undertaken during the year are:
- The annual review of the ethics application form resulted in minor amendments related to ensuring the form reflected the University's Policy on work involving animals or animal material.
  - In light of GDPR requirements, a major review of data storage practices related to student led research projects involving participants was undertaken. This has resulted

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[http://www.cardiffmet.ac.uk/research/Documents/Research%20Integrity/Annual\\_statement\\_on\\_research\\_integrity\\_June18.pdf](http://www.cardiffmet.ac.uk/research/Documents/Research%20Integrity/Annual_statement_on_research_integrity_June18.pdf)

in a requirement that data must be held on the University's storage provision, OneDrive. The only exception to this will be where data collection is subject to data retention protocols of other bodies and in such instances, a clear indication of actions to be taken will be required. Both the ethics application form and the exemplar participant information sheet will be amended to reflect the changes for use in the 2019/20 academic year.

- A review of practice related to participant consent was undertaken and resulted in the introduction of a formal process via which participants can withdraw consent previously given. This includes clear information for participants on what withdrawal of consent will mean in practice according to the stage the research has reached. This will be formally launched from the commencement of the 2019/20 academic year.

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

- 3.1 The University's Policy on Research Misconduct was reviewed in 2018/19 and was found to be fit for purpose. The Policy is next scheduled for review in the 2020/21 academic year.

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

- 4.1 During the 2018/19 academic year, the University's Policy on Research Misconduct was invoked in relation to one allegation of research misconduct. The allegation was retracted by the complainant at the initial investigation stage.