



Flow diagram to remind researchers in CoESE of research ethics review procedures

The Bangor University research ethics policy applies to all staff and students. Staff have a responsibility to ensure their students follow the policy. For more information see here <https://www.bangor.ac.uk/planning/documents/research-ethics-policy-en.pdf>. **Keep the secretary of the committee in cc on all communications.**

Research associated with a taught degree: **Course directors** ensure students receive ethics training/introduction to policies as part of their course. **Module organisers** of dissertation modules ensure guidance is included in module handbook (including guidance on presenting ethics issues in final dissertation). **Supervisors** should be familiar with the ethics policy and discourage projects which are unlikely to get approval (e.g. interventionist research on animals, surveys with 'expert' groups). **Supervisors** should continue to consider ethics as projects develop and ensure that, where appropriate, students include an ethics statement in final thesis (summarising ethical issues, how they were resolved and confirming that research was in line with Bangor University research ethics policy). All communication with ethics committee about research by students on taught programmes goes through the **supervisor**.

SNS (env): **Undergrads**: submit CoESE forms as part of project plan DXX2000 (revisit in DXX3701). **PGT**: submit CoESE form as part of dissertation module DXX4999/DD4999. Reviewed by **module organiser**.

SNS (bio/zoo): **Undergrads**: submit special form as part of project plan BSX2021. **M Degree** submit form as part of module ONS4004. Reviewed by **J Latchford**.

SNS (chem): **Students** (in discussion with **supervisor**) use the CoESE form to screen for ethics issues as part of FXX 3116 and FXX 4507. Reviewed by **school rep**.

SOS: **M Degree** students submit special form as part of module ONS4004. **PGTs** submit form as part of module OSX4008. Reviewed by **J Latchford**.

SCSEE: **Students** (in discussion with **supervisor**) use the CoESE form to screen for ethics issues as part of dissertation module. Reviewed by **school rep**.

If no issues are picked up by screening, **student** keeps screening form on file

If issues are identified, **student (& supervisor)** are informed, can't start data collection until they have been through ethics review

Student prepares full documentation with CoESE forms (in collaboration with **supervisor** whose signature is required to submit). **Supervisor** to discuss project with **school rep./chairs** as appropriate, keep **secretary** in cc on all communications

Expedited review **School rep./chair/co-chair** review documentation with one other member of the ethics committee if needed. This stage often requires iteration. If satisfied, approval granted by email

If major issues are identified, then referred to the full committee. **NB students on taught degrees are discouraged from doing controversial projects which require full ethics review at the college level.**

