

# Ethical Advisory Committee

## EAC11-M3

Minutes of the meeting of the Ethical Advisory Committee held on Thursday 10 November 2011.

**Members:** G Ragsdell (Chair), M Alonso, Dr C Butler (ab), A Chandra, S Coney (ab), Dr A El-Hamalawi(ab), Rev K Elliott (ab), T Ellis (ab), V Haines(ab), I Maglovs, Dr S Mastana (ab), C Moore, Dr G Ragsdell, Dr S Shirreffs (ab)

**In attendance:** Mrs Z Stockdale (Secretary)

**Apologies:**  C Butler, S Coney, A El-Hamalawi, K Elliott, T Ellis, V Haines, S Mastana, S Shirreffs.

**11/20 Minutes**

The Minutes of the meeting of the Committee held on 19 April 2011 (EAC11–M2) were confirmed as a true record, though the attendance record needed to be amended.

 **Action: Secretary**

**11/21 Matters Arising from the Minutes**

 **21.1 Electronic Research Guidance Paper**

The Committee received a draft of the Electronic Research Guidance Paper. The Committee approved the paper being added to the EAC website, with the addition of information on creating a separate ‘research’ ID in the electronic media investigators wish to use. The Secretary would make this addition and add the paper to the EAC website. The Committee noted that the paper should also be publicised amongst the University.

 **Action: Secretary**

The Committee also discussed sharing this paper to the Association of Ethics Committees (AREC) for information and feedback. The Chair had recently attended an AREC Seminar on this topic and felt that sharing the paper would be useful.

 **Action: Secretary**

 **21.2 EAC Review**

The Secretary reported that the EAC review would now be incorporated into the review of all practices in light of the development of the Loughborough University Ethical Framework.

**21.3 HTA Licence**

The Secretary reported that any alterations that may need to be made to EAC procedures and forms due to the implementation of the University HTA licence would be made as part of the Loughborough University Ethical Framework review. Mrs C Moore stated that any alterations made should also consistent with the Health and Safety Biosafety Policy.

**21.4 Vaccination Guidance**

The Secretary reported that the guidance on Health and Safety Office’s guidance on working abroad and vaccinations was currently being reviewed. Once the revised guidance was in place, the Secretary would add a link from the EAC website to this guidance.

 **Action: Secretary**

**11/22 Action Between Meetings**

The Committee received a paper with details of six research proposals approved by Chair’s action since the last meeting, and outwith the Sub-Committee meetings.

**11/23 Terms of Reference and Membership 2011-12**

The Committee noted the Terms of Reference and Membership for the Ethical Advisory Committee and Ethical Advisory Sub-Committee for 2011/12. It was noted that the University had altered its structure from Faculties to Schools, and as such the membership structure of the EAC had changed to six representatives from across the ten Schools. The actual membership remained unchanged, however, as the current membership represents six of the ten Schools. It was also noted that Mr T Ellis had replaced Mrs W Jones as Occupational Health Advisor and that I Maslovs had replaced A Adams as the Student Union’s representative on the Committee. Also, Mr S Coney had joined the Committee as a co-opted external lay-member.

**11/24 Loughborough University Ethics Framework**

The Committee received a paper on proposals for a new sub-committee under the new Loughborough University Ethics Framework. It was decided that a working group should be convened to discuss these issues further and propose further steps to the Committee.

 **Action: Secretary**

**11/25 Updating Generic Protocols**

 **i) Unchanged Generic Protocols**

The Committee noted that investigators had confirmed that the following generic protocols were still in use and that no procedural modifications had been made.

* G99/P1 – The measurement of human body composition by multiple frequency bio-impedance analysis.
* G99/P3 – General Anthropometry.
* G99/P5 – Spirometry.
* G99/P7 – Electromyography and electrocardiography.
* G99/P10 – Detection of tissue interfaces using ultrasound reflection.
* G99/P11 – Ultrasonic assessment of bone quality.
* G99/P12 – Measurement of body sway.
* G99/P13 – Estimation of body fat content by ultra-red interactance.
* G99/P14 – The Determination of Maximal Oxygen Uptake during Treadmill Running.
* G99/P15 – The Determination of Maximal Oxygen Uptake during Cycle Ergometry.
* G99/P16 – Determination of blood lactate concentrations during submaximal exercise of increasing intensity.
* G01/P1 – Data acquisition for the analysis of general human movements.
* G01/P2 – Determination of the physiological and subjective (thermal sensation, discomfort, pain) response of humans when touching cold surfaces of different materials.
* G01/P6 – Determination of hydration status using physiological indicators.
* G01/P8 – Investigations into the effects of up to 36 hours sleep loss.
* G02/P1 – Quantification of Vibration Exposure of Vehicle Occupants.
* G02/P2 – Laboratory studies of simulated tactile, auditory and visual car environments.
* G04-P2 – Measurement of ventilated gas volumes, oxygen uptake and energy expenditure.
* G04-P3 – Subjective and objective measures of human response to whole-body vibration.
* G04-P4 – Focus groups, interviews and questionnaires with vulnerable groups.
* G04-P5 – Human genetic variation analysis using molecular techniques.
* G04-P7 – Analysis of secondary data collected under the National Family Health Survey for India.
* G05-P1 – Use of multi-axis vibration simulator.
* G05-P2 – Department of Computer Science Final Year Projects – Feedback from other students.
* G05-P3 – Muscle strength measurement.
* G05-P4 – Data acquisition for the analysis of gymnastic movements during the use of training aids.
* G06-P1 – Student Coursework: Assessment of usability of a product with users who may be older or disabled persons.
* G06-P2 – Personality, exercise and eating-related attitudes and behaviours.

**11/26 Applications for Ethical Clearance**

The Committee considered nineteen Research Proposals and two Generic Proposals for ethical clearance.

**11/27 Any Other Business**

 **Psychology Modules Form**

 The Secretary reported that the 1st year Psychology students were being penalised if not attending to discuss participation in a study. The Committee felt that this issue was not in its remit, and that it should be referred to the Learning and Teaching Committee for their consideration.

 **Action: Secretary**

 **Age Range on Checklist**

The Secretary reported that a query had been raised regarding the current upper age limit of 65 on the Ethical Clearance Checklist. Whilst the Committee could understand the concern, that the main issue was one of vulnerability and not necessarily age, the Committee felt that by keeping the limit at 65, this would protect the largest number of people. The Committee did feel, however, that this should be considered further, and would be added to the issues to be discussed by the working group.

 **Action: Secretary**

 **Altering Data Storage on Checklist**

The Secretary reported that a query had been raised regarding the data storage guidance, and the data storage question on the Ethical Clearance Checklist. The guidance recommends storage of data for ten years, but the Checklist requests a full application if data is to kept for more than six years. The Committee confirmed that the Checklist should be altered to ten years.

 **Action: Secretary**

**11/28 Dates of Meetings in 2012**

 Tuesday 7 February, 2pm

 Thursday 19 April, 10am

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November 2011

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