

UNIVERSITY OF HERTFORDSHIRE HIGHER EDUCATION CORPORATION

ETHICS COMMITTEE FOR STUDIES INVOLVING HUMAN PARTICIPANTS

MEETING TO BE HELD ON WEDNESDAY, 12 FEBRUARY 2020 FROM 14:00 HOURS IN THE WOBURN ROOM - MACLAURIN BUILDING

AGENDA

Please note the venue/time for this meeting and take the papers as read

Item No.	Item	Pages	Confidential (Y/N)	Lead
1	Apologies			Chair
2	Declarations of interest, if any	3 - 4	N	n/a
3	Membership	5 - 6	N	Chair
4	Minutes - 23 October 2019 - To confirm and sign the minutes.	7 - 14	Y	Chair
MATTERS ARISING FROM THE MINUTES				
5	FAQ - Collection of Data by Students Whilst on Placement - Minute 3, refers	15 - 16	Y	Chair
6	Over-volunteering in Sports Science Class Protocols - Minute 5.2, refers	Verbal Report		Dr Simon Trainis
7	Studies involving the use of caffeine in Sports Science - Minutes 5.3 and 5.4, refer	Verbal Report		Dr Simon Trainis
8	Amendments to Forms EC3 and EC6 in respect of Open Access - Minute 6, refers	17 - 22	Y	Chair
9	INTI Class Protocols - Minute 10.4, refers	Verbal Report		Chair
10	Ethics approval at Partner Institutions - Minute 10.6, refers	Verbal Report		Chair/ Clerk
11	FAQ - Dealing with adult vulnerable groups as participants - Minute 11, refers	23 - 24	Y	Chair
12	Online ethics application system - Minute 12.3, refers	Verbal Report		Chair
NEW MATTERS ARISING FROM THE CHAIRS' TERMLY MEETING				
13	Notes of the Chairs' termly meeting - 28 January 2020 - To receive the Notes.	25 - 30	Y	Chair
14	FAQ - Online Survey Tools	31 - 32	Y	Chair/ Michelle McPhail
15	Use of participant recruitment sites	33 - 38	Y	Michelle McPhail

MATTERS REFERRED FROM ECDAS				
16	Matters referred by the ECDAS, if any			
OTHER MATTERS				
17	Risk - To consider any risks inherent in the matters dealt with by the Committee during the meeting but not discussed when the item concerned was taken.			
18	People development - To identify people development needs and to refer them to Mrs J Lees, Manager, People Development, Department of Planning, Development and Change.			
19	Clerk's report	39 - 68	Y	Clerk
20	Emergency business - (Admissible only with the consent of the Chair given prior to the meeting).			

The next meeting of the Ethics Committee for Studies Involving Human Participants will be held on Wednesday, 29 April 2020 from 14:00 in the Woburn Room - MacLaurin.

Items for the Agenda should be notified to the Clerk, Leire Caselles Vallejo ('e'-mail l.caselles-vallejo@herts.ac.uk) by 8 April 2020 and reports submitted by 15 April 2020.