



INTERNATIONAL EUROPEAN UNIVERSITY

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RESEARCH ETHICS POLICY OF INTERNATIONAL EUROPEAN UNIVERSITY

Kyiv – 2024

<i>Research Ethics Policy of International European University</i>	<i>REGULATIONS</i>
	<i>Quality management system ISO 9001:2015</i>

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INTRODUCTION

International European University (hereinafter referred to as the University) is committed to protecting the dignity, rights, and well-being of all research participants (whether they are participants, third parties, or staff and students) and promoting adherence to high ethical standards in research. The University achieves this by:

- fostering the culture at the University based on the principles stipulated in this Policy and legislation to protect the rights, dignity, and well-being of those involved in research;
- providing ethical guidelines that convey regulatory requirements and best practices, as well as offering ongoing support and training for the staff and students to keep high ethical standards; and
- maintaining a review process that subjects research to a level of scrutiny proportional to the risk of harm or negative impact.

The goal of this Policy is to determine the responsibilities and requirements for the ethical review of research at International European University.

This Policy should be considered in conjunction with the University’s Code of Corporate Ethics and Academic Integrity of the Academic, Scientific and Other Staff and Students of International European University. The Policy reflects the principles and commitments stipulated in the Code of Ethics of Ukraine’s Researchers approved by the National Academy of Sciences of Ukraine.

1. APPLICATION AREA AND DEFINITION

This policy applies to all staff and students at International European University who conduct research, regardless of whether the research is carried out in the University territory or using its resources. Third parties (such as employees from other institutions working with students of International European University or in the University territory) are also expected to adhere to the University’s ethical standards for conducting research.

When interpreting the application area of this Policy, we rely on the definition of research stipulated by regulatory documents:

The Code of Ethics of Ukraine’s Researchers defines scientific research as the process of obtaining new knowledge. The Law of Ukraine On Scientific and Scientific-Technical Activity specifies that the main types of scientific activities are fundamental and applied scientific research; applied scientific research aims at obtaining and utilizing new knowledge for practical purposes. The result of applied scientific research is new knowledge intended for creating new or improving existing materials, products, devices, methods, systems, technologies, and specific suggestions on addressing current scientific, technical, and social challenges.

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2. UNIVERSITY COMMITMENTS

2.1. General provisions

International European University *strives* to provide conditions for conducting research activities involving people, personal data and/or regulated materials and procedures allowing the University to:

- respect the dignity, rights, and well-being of all research participants;
- minimize risk to participants, researchers, and third parties;
- manage personal data appropriately; and
- maximize the public benefit of research

The University *requires* that all individuals conducting such research adhere to the University's commitments to carry out research in accordance with high ethical standards and seek ethical review and approval for such research. They should understand reasons for this and fully engage in the ethical review process (whether according to University's procedures or those of authorized bodies) and fulfill their moral and legal obligations regarding the rights and well-being of participants.

2.2. Requirements for the organization and conduct of research

The University *aims* to ensure that research conducted in its territory or by its staff and students is carried out in accordance with high ethical standards.

The University fulfills this commitment through the following requirements:

- research planning and conduct should demonstrate accountability and quality;
- establishing appropriate standards for conducting research that comply with the current legislation and best practices;
- identifying and reviewing, proportionately to the level of risk, all research involving people, personal data, and/or regulated materials and procedures, except in cases where the ethical standards of such research are more appropriately ensured by another recognized approval procedure, such as that of the National Health Service;
- ensuring compliance of the research with current legislative requirements;
- promoting research transparency by: encouraging the registration of research studies, expecting researchers to strive to publish their findings in accordance with current best practices and funding conditions, and anticipating that researchers will be as transparent as possible when sharing research results with others, for example, by clarifying whether the results have been peer-reviewed.

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2.3. Respect for the dignity, rights, and well-being of all research participants

The University *aims* to ensure that all research contributes to the public good while respecting the dignity, rights, and well-being of the staff and students conducting the research, research participants, and third parties (which can include family members, guardians, or the wider community).

The University fulfills this commitment by:

- ensuring that any risk of adverse impact on individuals, either directly or indirectly as a result of participating in a research project, is outweighed by the benefits;
- avoiding or minimizing harm to individuals involved in the research or affected by it using robust research methodology and early detection and careful assessment of risks;
- requiring full disclosure to individuals regarding the purpose and anticipated potential uses of the research, including their participation and detailed information about any risks (unless otherwise explicitly approved by the relevant Ethics Committee);
- ensuring formal and voluntary registration of participants' consent to take part in such research and providing the opportunity to withdraw from participation at any time without negative consequences;
- maintaining the confidentiality of information provided by participants and, where applicable, their anonymity.

2.4. Social responsibility, openness, and transparency of research

The University *aims* to gain leadership in ethical research conduct and actively engage in discussions regarding research areas and the improvement of practices in this sector.

The University fulfills this commitment by:

- promoting and participating in discussions about issues that research can raise for society;
- working closely with relevant groups in the academic community and government institutions to stay informed and contribute to the national policy in Ukraine, ensuring the dignified representation of national interests in the international scientific space, and developing and disseminating standards of good practice;
- maintaining open and transparent procedures related to conducting and reviewing research.

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2.5. Fostering the culture of ethical research through education and training

The University *aims* to cultivate and support ethical research conduct among the staff and students by training, providing them with the skills to recognize potential risks and informing them about the relevant policies and procedures of the University, as well as the responsibilities of researchers. To ensure this, the University fulfills its obligations in accordance with the relevant national and international legislation.

The University fulfills this commitment by:

- efficiently communicating the University’s standards and policies to the staff and students involved in research;
- promoting awareness of best practices through education and training;
- providing appropriate training for those conducting research involving people, personal data, and/or regulated materials, as well as for those responsible for the ethical review of such research, to ensure that knowledge and skills remain relevant;
- creating an environment of transparency and integrity that encourages collaboration and the early reporting of potential risks or issues.

2.6. Ensuring a rigorous ethical review process

The University *aims* to ensure a competent, rigorous ethical review process governed by external control, which is proportional to the potential risk, and, if a high risk is identified, assesses this risk in relation to the benefit for the public good.

The University fulfills this commitment by:

- differentiating between research requiring external review and low-risk research eligible for a light expedited review, as well as identifying projects that require further scrutiny by the Ethics Committee, while providing researchers with guidance and support through the appropriate review process;
- involving individuals who are independent of the University or no longer participate in research in the ethics review process, along with those actively engaged in research areas submitted for review, ensuring representation of the interests of researchers, participants, and third parties;
- regularly reviewing the efficiency of the ethics review process, including the composition of the committee overseeing the review.

2.7. Protection of the rights of the staff and students as research participants

The University provides its staff and students with the same protection as all other participants. The staff and students can be invited to participate in research conducted at the University, but their participation should be entirely voluntary.

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They can withdraw at any time, and their participation or decision not to participate will not affect their employment or academic assessment in any way. It is generally acceptable to invite students to participate in educational exercises, one of the primary goals of which is to teach them how to conduct their own research.

3. COMMITMENTS OF THE UNIVERSITY STAFF

All members of the University are responsible for ensuring that their work is conducted in accordance with the research commitments stipulated in the University Development Strategy, the Code of Corporate Ethics and Academic Integrity of the Academic, Scientific and Other Staff and Students, as well as all policies that are a part of employment and study conditions.

Failure to comply with this policy can result in the non-acceptance of assessed work; suspension of research, research projects, and/or funding from research sponsors; or the inability to publish its results. Work conducted in deliberate violation of the decisions of the Bioethics Committee or with intentional disregard for the ethical review process will not be covered by University’s compensation agreements.

Academic Council

The Academic Council is responsible for developing and reviewing the University’s policy that promotes the responsible conduct of scientific research and ensuring compliance with the relevant regulatory requirements.

Scientific and Methodical Council

The Scientific and Methodical Council is responsible for operational mechanisms and procedures for implementing the University’s policy that promotes the responsible conduct of scientific research in compliance with the relevant regulatory requirements.

Department of Education Quality Assurance

It is the main administrative unit of the University subordinated to the President of the University and holding overall responsibility for monitoring ethical conduct and ensuring the University’s compliance with the government policy and legislation regarding the quality of education.

Vice-Rector for Scientific Work

The Vice-Rector for Scientific Work is appointed by the Rector to manage all matters related to research and work closely with University colleagues to foster an environment conducive to world-leading applied and exploratory research. The Vice-Rector for Scientific Work chairs the Scientific and Methodical Council (to which the University’s Research Bioethics Committee is subordinated) and consults

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with the Department of Education Quality Assurance on ethical and compliance issues of broader significance to the University.

Education and Research Department of the Organization of the Educational Process

The Director of the Education and Research Department of the Organization of the Educational Process is responsible for managing and approving scientific supervisors of qualification research of students, including the promotion of the scientific policy within the educational process.

Department of the Organization of Scientific Activities

The Director of the Department of the Organization of Scientific Activities ensures management at the University, an important element of which is promoting the highest ethical standards in the planning, conduct, and reporting of research.

Education and Research Institutes (ERIs)

Director of Education and Research Institutes are responsible for promoting the highest ethical standards in the planning, conduct, and reporting of research conducted in their subordinate education and research institutes.

Department Heads are responsible to Directors of ERIs for ensuring that this policy is followed by the staff and students at their Departments and educational programs assigned to them, as well as for efficient local oversight of research activities of ERIs, including the approval of applications submitted to the University's Research Bioethics Committee.

Research Bioethics Committee

The University Research Bioethics Committee is responsible for the ethical review process of research conducted at the University. The Committee reports to the Scientific and Methodical Council and recommends amendments to this Policy, the powers defined in the University Statute, as well as the composition of its members and subcommittees as necessary.

Research laboratories of Departments and clinical bases

Research laboratories of Departments and clinical bases of the University are responsible for promoting responsible research conduct and ensuring compliance with regulatory requirements and funding criteria through information and consultations, training, policy development, clinical trials, and research management support. With their team focused on management, ethics, and research compliance, research laboratories facilitate adherence to all regulations governing research involving people, human samples, and personal data both at the individual and institutional levels.

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Research laboratories provide consultation, supervision, and training on these matters, as well as oversight of research management.

Staff and students

The University expects that everyone involved in research involving people, personal data, and/or regulated materials and procedures, whether employees or students, will take personal responsibility for the awareness of the policy, professional frameworks, standards, commitments, and relevant legislation that apply to their research and for keeping such knowledge up to date.

Supervisors are expected to assist their students in exploring this and other University policies and procedures relevant to the execution of student projects and to provide or direct the student to specific advice, training, and guidance.

4. SANCTIONS FOR VIOLATING THE UNIVERSITY’S RESEARCH ETHICS

The University considers any violation of this Policy or any breach of approved project conditions a very serious issue. This can result in disciplinary actions, which can include the dismissal of researchers and the expulsion of students from the University. Under appropriate circumstances, the University’s Bioethics Committee has powers, in accordance with regulatory acts, to refuse, suspend, or revoke research approval as part of the disciplinary proceeding or otherwise.

Similarly, a sponsor representative can suspend or withdraw funding for research in accordance with the Ukrainian legislation regarding health and social care research.

5. PROCEDURE FOR APPEALING A DECISION TO REFUSE RESEARCH AUTHORIZATION

The procedure for addressing complaints received by the Bioethics Committee approved in the [Regulations on the Bioethics Committee](#) describes the process for reviewing complaints that arise from clinical research.

The University procedure explains the process for managing complaints related to research. Suspected misconduct during research should be addressed and reported as stipulated in the [Regulations on the Ethics and Academic Integrity Committee](#).