



**ST. PAUL'S UNIVERSITY**

**POLICY ON RESEARCH ETHICS REVIEW**

ACADEMIC POLICY NO. 014 OF 2012

**2012**

## **INTRODUCTION**

St. Paul's University is committed to producing professionals and researchers for global service. The purpose of this policy framework is to establish fundamental guidelines for conducting credible research. The document serves as a broad policy framework which shall govern all research done within the auspices of St. Paul's university. The policy shall be implemented by the University Research Ethics Review Committee appointed by Senate and housed within the Postgraduate Studies Office. The policy provides the following guidelines:

## **COMPOSITION OF RESEARCH ETHICS REVIEW COMMITTEE**

The research ethics and review committee shall consist of the following membership:

- (I). DVC Academic Affairs (Ex-officio)
- (II). Director of Postgraduate studies (chairman)
- (III). Two senate representatives
- (IV). Two professionals (lawyer and medication practitioner)
- (V). Departmental Research Coordinators

## **Mandate of the Senate Research Ethics and Review Committee**

The responsibilities of the Research Ethics Review Committee are as follows

- (I) Apply for accreditation to the National Bio-ethics Committee and other relevant bodies
- (II) Develop research ethics review policies that complies with national and international regulations and norms for the ethical conduct of research involving Human Participants, Animals, and Bio-diversity.
- (III) Oversee the implementation and compliance with the University's research ethics policy in all the research activities undertaken under the auspices of St. Paul's University.
- (IV) Review the research ethics policies after every two years.

## **RESEARCH ETHICS AND REVIEW POLICY GUIDELINES**

### **1. Integrity**

Everyone undertaking any form of research is expected to uphold the values of "truth" and "honesty." Researchers are expected to maintain the highest standards of honesty and integrity at all times and to do research according to internationally acceptable ethical norms and values. Research dishonesty can be in the form of:

- (i) plagiarism.
- (ii) fabrication and falsification of results.
- (iii) misuse of research funds.
- (iv) misuse of animal subjects.
- (v) lack of transparency.
- (vi) and conflict of interest.

All forms of dishonesty will be regarded as a serious offence by the university.

## **2. Respect**

The concept of respect should permeate all aspects of research. Researchers must operate according to civilized norms and ethically acceptable standards and must have respect for themselves, their colleagues, the scientific and academic community, their animal and human research subjects, the environment and the public at large.

## **3. Beneficence**

It is the obligation of the researcher to do good. Every researcher should ensure that no harm is done through their research and that the overall aim of the research is to do good.

## **4. Responsibility**

**4.1** All researchers must be prepared to take responsibility and be held accountable for all aspects and consequences of their research activities.

**4.2** Researchers are accountable to society, their professions, the university and affiliated institutions at which the research is carried out, the staff and students who are involved and the sponsors who fund the research.

**4.3** All researchers should be familiar with guidelines and legislation that have been published by scientific and professional bodies and any other relevant professional bodies such as statutory councils and government institutions. All researchers should be familiar with research norms, policies and legislation.

## **5. Scientific validity**

**5.1** Researchers must endeavour to follow sound methodology in their studies. Results of research conducted without clear methodology will be null and void.

**5.2** All researches will be subjected to peer review before they are undertaken.

## **6. Academic freedom**

SPU supports the principle of academic freedom as well as responsible intellectual rights protection. Every research is under obligation to report research results accurately and transparently in the public domain. All research results shall be subjected to scrutiny by the research and ethics committee before publication.

## **7. Research involving human participants**

All health related research must be approved by the University research ethics review committee before the research commences. Research involving human participants must adhere to the following:

- a. Acquire consent for use of potentially identifiable personal records, information, tissue specimens.
- b. Be relevant to the needs and interests of the community in which research is conducted
- c. Have valid scientific methodology
- d. The lead researcher or co-researcher must be a Kenyan resident
- e. Acquire consent of participants before their involvement
- f. Ensure research participants are well informed on the purpose of the research and how the research results will be disseminated
- g. Ensure research participants' right to privacy and confidentiality
- h. Ensure fair selection of research participants

- i. Be preceded by a thorough risk benefit analysis

### **8. Research involving animals**

The use of animals in scientific research can only be justified if the benefits to both humans and animals outweigh the potential harm to the animal subject.

All research involving animals must be approved by the research ethics committee before the research commences. The following principles shall apply:

- a. Replacement of sentient animals wherever possible with non-sentient animals in order to eliminate the use of animals that can experience unpleasant sensations.
- b. Use the smallest number of animals as far as possible
- c. Application of sound experimental procedures that have minimum physical and psychological distress on animals

### **9. Research involving Bio-diversity**

Research involving the Bio-diversity must put in place necessary precautions against environmental degradation.

Use of bio-hazardous material that could be potentially harmful to animals and humans or the environment in general must be accompanied with safety measures.

### **10. Publications**

Researchers are expected to publish the results of their findings in peer reviewed journals. The following guidelines will apply:

- a. Authorship should be based on substantial contribution of the author in the research process.
- b. Acquisition of funding, collection of data, or general supervision of research group is not adequate justification of authorship
- c. The order of names in the publication will be decided according to the quality of the contribution, the extent of responsibility and accountability for the results and the regulations governing the discipline
- d. The attribution of authorship is not affected by whether researchers were paid for their contribution by their employment status
- e. An author who submits a manuscript for publication accepts responsibility of having included all co-authors

### **11. Scientific misconduct**

All researchers should endeavour to maintain high standards of integrity and honesty. The following practices will not be acceptable:

- a. Plagiarism
- b. Fabrication of data and results
- c. Falsification or manipulation of information

All research misconduct will be investigated thoroughly by the research ethics and review committee.

## **12. Finance**

All researches must adhere to high standards of financial integrity and transparency when dealing with matters of budget.

Research will only be approved if there is evidence of adequate funding.

Funding by the university shall be done according to the guidelines provided in the research grants policy.

**REVIEW OF THE POLICY**

This policy shall be reviewed after every two (2) years.

**REFERENCE OF THE MINUTES**

The policy was adopted by the senate on 10<sup>th</sup> September 2012, the 43<sup>rd</sup> University Senate Meeting.

**AUTHORIZATION**

Council Chairman:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Official Stamp