

University Human Ethics Committee

La Trobe University

Academic Board

Research and Graduate Studies Committee

UNIVERSITY HUMAN ETHICS COMMITTEE

La Trobe University has established a University Human Ethics Committee (UHEC) to review and monitor all human research involving more than low risk and to monitor approvals of projects involving low and negligible risks. The UHEC answers to the Deputy Vice-Chancellor (Research) who is the *ex officio* license holder for La Trobe University with NHMRC and relevant statutory authorities. The UHEC is a subcommittee of the Research and Graduate Studies Committee of which the Deputy Vice-Chancellor (Research) is the Chair. Policy development and secretariat support for human research is provided by the Research Ethics and Integrity Unit through the Research and Graduate Studies Committee in consultation with the UHEC. The UHEC must report regularly to the Research and Graduate Studies Committee and other bodies as outlined below.

Composition

The La Trobe University UHEC must have a membership that will allow it to fulfil its terms of reference (NS Section 5.1.30), with at least one third of the members from outside the University and including separate persons appointed to each of the following categories:

UHEC Chair who has suitable experience, whose other responsibilities will not impair the UHEC's capacity to carry out its obligations under the National Statement;

UHEC Deputy Chair who has suitable experience, whose other responsibilities will not impair the UHEC's capacity to carry out its obligations under the National Statement;

Lay Woman who has no affiliation with the institution and does not currently engage in medical, scientific, legal or academic work;

Lay Man who has no affiliation with the institution and does not currently engage in medical, scientific, legal or academic work;

Health Professional with knowledge of, and current experience in, the professional care, counselling or treatment of people; for example, a nurse or allied health professional;

Pastoral Carer who performs a pastoral care role in the community, for example, an Aboriginal elder or a minister of religion;

Lawyer who is not engaged to advise the University;

Content Specialists (at least two) with current research experience that is relevant to research proposals to be considered for review.

Membership

Professor Roger Wales, UHEC Chair

Dr Lilit Thwaites, Deputy Chair and

Ms Sheila Crewther, Chair Science, Technology and Engineering PEER and Content Specialist

Dr Jim McLennan, Content Specialist

Ms Ellis Fossey, Chair Health Sciences PEER and Content Specialist

Dr Patricia McNamara, Content Specialist

Professor Sandy Gifford, Chair Humanities and Social Sciences PEER and Content Specialist
Professor Zahirul Hoque, Chair Law and Management PEER and Content Specialist
Dr. Ramon Lewis, Chair Education PEER and Content Specialist
Mr Gary Thomas, Director, Indigenous Education
Ms Cheryl Beale, Lay Woman not associated with the University
Ms Alison Finn, Lay Woman not associated with the University
Ms Sharon Kepper, Lay Woman not associated with the University
Ms Marta Rokicki, Lay Woman not associated with the University
Mr Victor Del Rio, Lay Man not associated with the University
Mr John McBride, Lay Man not associated with the University
Mr Nicholas Romas, Lay Man not associated with the University
Mr Daniel Tatton, Lay Man not associated with the University
Dr Deirdre Fetherstonhaugh, Health Professional
Reverend Noel Whale, Pastoral Carer
Reverend Peter Wiltshire, Pastoral Carer
Ms Paula Dunn, Lawyer
Ms Joanna Nikopoulos, Lawyer
Ms Merinda Northrop, Lawyer
Ms Alice Sidhu, Lawyer

Terms of reference

As determined by the Academic Board, the University Human Ethics Committee (UHEC) is an authorised body formed to:

1. ensure that the human research conducted by La Trobe University staff and research trainees expresses and enshrines the rights of those being researched and also the rights of the researchers (NS Sections 5.1.6 and 5.1.17 and Chapter 5.5).
2. decide, in reviewing research proposals, whether risks associated with projects are justified by potential benefits (NS Section 2.1).
3. approve, request amendment of, or reject above low risk research proposals on ethical grounds (NS Section 5.2.21).
4. monitor the Panels for Expedited Ethical Review (PEERs) and their terms of reference, composition of membership and review and monitoring (NS Section 5.1.20).
5. provide induction and continuing education for La Trobe University researchers and research trainees conducting human research and training for new UHEC and PEER members (NS Sections 5.1.2, 5.1.28 and 5.2.13).
6. decide whether research proposals submitted to the UHEC and PEERs for review meet the requirements of the National Statement (NS Section 5.2.2).
7. investigate potential conflicts of interest and complaints regarding the ethical conduct of human research by members of the University (NS Sections 5.1.37 and 5.2.4 and Chapter 5.4 and 5.6).
8. maintain appropriate records of all research proposals received and approved (NS Section 5.2.24).
9. report to the Academic Board through the Research and Graduate Studies Committee via the approved minutes and the annual report (NS Section 5.1.13).
10. report to regulatory authorities, including the National Health and Medical Research Council, the Health Services Commissioner (Victoria) and other authorities as required (NS Chapter 5.7).

Secretariat

Secretariat is provided by the Research Ethics and Integrity Unit, Research Services and can be contacted via:

Secretary, Human Ethics
Research Ethics and Integrity Unit
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