

La Trobe University  
 Academic Board  
 Research and Graduate Studies Committee  
**HUMAN RESEARCH ETHICS COMMITTEE (HREC)**

## Establishment

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The Human Research Ethics Committee (HREC) was established as a sub-committee of the Research and Graduate Studies Committee by Academic Board. Terms of reference revised and approved by Academic Board Executive Committee on 10 June 2020 (min.ref. 32.6.4).

In accordance with the National Statement, La Trobe has established a HREC and two low and negligible risk human research ethics Sub-Committees, the Science Health & Engineering (SHE) Low-Risk Sub-Committee and the Arts Social Sciences & Commerce (ASSC) Low-Risk Sub-Committee. Hereon, any function of the HREC is also a function of its Sub-Committees unless stated otherwise.

## Membership

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Composition	Member	Appointment status
Chair	Refer to website for current membership	Appointed
Deputy Chair	Refer to website for current membership	Appointed
Lay People	Refer to website for current membership	Appointed
Professional Care	Refer to website for current membership	Appointed
Pastoral Care	Refer to website for current membership	Appointed
Lawyers	Refer to website for current membership	Appointed
Current Research Experience	Refer to website for current membership	Appointed

The membership for the Human Research Ethics Committee is prescribed by the [National Statement on Ethical Conduct in Human Research \(2007\) – updated 2018](#).

### Term of office

Members will be appointed for a period of three years with an opportunity to renew at the end of this period for a maximum second term, unless an Expression of Interest fails to find a suitable candidate or at the discretion of Executive Director, Research Office.

## Role / Terms of reference

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### Purpose

The primary responsibility of an HREC is to ensure, on behalf of the institution for which it acts, that all activities comply to the National Statement on Ethical Conduct in Human Research (2007) Updated 2018 (the [National Statement](#)) and to ensure research proposals are designed in accordance with the following values: respect for human beings, research merit and integrity, justice and beneficence.

### Terms of reference

The role of the HEC is to:

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- a. Respect for human beings
- b. Research merit and integrity
- c. Justice
- d. Beneficence

1. Provide oversight of the any Low-Risk Sub-Committee and ratify their approvals.

A detailed set of committee working procedures to promote good ethical review, as prescribed by the [National Statement](#) (5.1.37) are available via the [Ethics, Integrity and Biosafety website](#).

### Reporting

The committee reports to the Research and Graduate Studies Committee.

### Quorum

**HREC quorum:** Must comprise at least one member from each category.

**Sub-Committees quorum:** for reviewing new applications will be considered as receiving review by two content specialists and the Chair or Deputy Chair.

### Frequency of meetings

The committees will meet at least once a month from February to December each year.

### List of any sub-committees

- Science, Health & Engineering (SHE) Low-Risk Sub-Committee
- Arts, Social Sciences & Commerce (ASSC) Low-Risk Sub-Committee

### Secretariat

Ethics, Integrity and Biosafety.

### Contact person and phone / email

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Ethics Integrity and Biosafety

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