

Regulations of the Ethics Review Committee of the Social Sciences

April 2021

Preamble

The Regulations of the Ethics Review Committee of the Social Sciences have been drawn up in elaboration of the Code of Ethics for Research in the Social and Behavioural Sciences Including Human Participants (as approved by the Deans of Social Sciences in the Netherlands in January 2016).

Objectives and main task

Article 1

The independent committee that carries out the work shall be accountable to the Faculty Board, specifically the Dean.

Article 2

The Ethics Review Committee's main task is to assess proposed scientific research, to be carried out by, or under the responsibility of, employees of the Faculty of Social and Behavioural Sciences and working at the Institutes of CADS, CWTS and Political Science.

2.1

Research proposals that have already received approval in writing from another ethics committee recognized by the Ethics Review Committee do not need to be assessed by the Review Committee unless the researcher so requests.

2.2

The Ethics Review Committee does not process applications from BSc and MSc students. Research carried out within the framework of the Bachelor's and Master's degree is reviewed by the Institute that is responsible for the BSc and MSc degree. The Ethics Review Committee assesses the protocol that institutes use to evaluate research ethics in BSc and MSc research.

Composition and appointment

Article 3

The Ethics Review Committee consists of at least one member of each institute (CWTS, CADS, Political Science) and may include external members who are not from these three institutes. The expertise of the members of the Ethics Review Committee reflects that of the research institutes.

3.1

All members of the Ethics Review Committee must hold a doctoral degree.

3.2

The Ethics Review Committee has one chairperson and an executive secretary. The chair and the secretary are the point of contact for the Faculty Board and the institutes CADS, CWTS, and Political Science.

Article 4

The members of the Ethics Review Committee are appointed by the Faculty Board on the recommendation of the Boards of the three Institutes involved. The members are appointed for a maximum of three years; reappointment is possible.

4.1

Before prospective members take up office in the Review Committee, they must sign a statement that they will handle all information concerning research submitted for ethics review confidentially and with integrity and due care.

Process and procedures

Article 5

On the Faculty web pages, the Ethics Review Committee, will outline the ways in which the assessment will take place and on what guidelines it is based.

Article 6

The Ethics Review Committee meets regularly (at least once per year). In addition to regular meetings, the Ethics Review Committee has an accelerated procedure for handling research proposals.

6.1

If a member of the Ethics Review Committee is, in any way, substantially involved in the content of a research proposal that has been submitted for assessment, or if there are other potential conflicts of interest, he or she shall refrain from evaluation of the proposal in question.

Article 7

The Review Committee attempts to send a response to those who submitted the research proposal within 15 days of submission. The Faculty Board shall receive a copy of every evaluation sent.

Article 8

In the event of an irreconcilable difference of opinion between the Ethics Review Committee and the researchers who have submitted a research proposal for assessment, the Review Committee shall pass the dossier on to the Faculty Review Committee that comprises of the Ethics Review Committee Social Sciences, Psychology Research Ethics Committee, and the Ethics Committee of the Institute of Education and Child Studies

Other tasks

Article 9

The Review Committee advises researchers with regard to ethical issues in scientific research.

Article 10

Both when requested and at its own initiative, the Review Committee provides advice, recommendations, and information to the Faculty Board and the institutes CADS, CWTS, and Political Science regarding ethical conduct within the Faculty.

Final provision

The Dutch title of the Review Committee is Commissie Ethiek Maatschappijwetenschappen.