



KPU Research Ethics Board

Annual Report September 1, 2018 – August 31, 2019

Research Ethics Board

KWANTLEN POLYTECHNIC UNIVERSITY | 12666-72 AVENUE SURREY, BC V3W 2M8



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Research Ethics Board

RESEARCH ETHICS POLICY AND PROCEDURE

Over the past year, the REB and the ORS have continued to address questions of policy and procedure and maintain awareness of on-going national changes in guidelines and legislation that impact research ethics. In addition, the REB has reviewed the diversity of ethics applications across disciplines, provided educational opportunities for researchers and professional development opportunities for REB members, and created more visibility and awareness of the role of the REB at KPU.

In March 2019, the REB and ORS started the process required to review KPU's Policy RS1 – Research Involving Human Participants. Initial approval for revisions was required and a taskforce was struck. The Chair of the REB will facilitate this revision process with the support of the AVP Research and the REB Coordinator. Initial revisions and discussions about changes to complaints procedures, member selection and Course Based Research procedures have already begun. The initial meeting for policy revision will occur in October 2019. This process will update procedures within the policy and will reflect changes in the TCPS 2018.

OUTREACH AND PROFESSIONAL DEVELOPMENT

The REB has actively been engaged in creating educational opportunities for researchers and REB members. In April 2019, the REB participated in KPU's Teaching and Learning Symposium. Three REB members (Tara Lyons, Ari Goelman, Farhad Dastur) organized and participated on a panel about research ethics. This panel included several faculty members from multiple disciplines and created a constructive dialogue about research ethics at KPU. In addition, the REB Chair (Lisa Freeman) gave a presentation about the "ABCs of Research Ethics." Overall, this inaugural foray into active involvement with the Teaching and Learning Symposium provided an opportunity for the REB to envision other ways to engage with researchers and students at KPU. In the future, the REB has considered organizing bi-annual workshops on Research Ethics that will provide faculty and students at KPU an opportunity to ask questions about the specifics of their ethics applications.

Professional Development for REB members continues to be an on-going and essential focus for the REB. In November 2018, the Chair (Lisa Freeman) attended the PRMR research ethics conference in San Diego. This conference provided information about questions related to facilitating REBS, engaging with social media in research, and strategies for effective ethics reviews. In June 2018, REB Member (Karen Davison) and the REB Coordinator (Foluso Fagbamiye)



attended the REB West conference in Kelowna, BC. In addition, regular Professional Development opportunities have been added to the monthly REB meetings. Since January 2019, the REB meetings have included resources and discussion about data management strategies, research ethics and social media, and research with Indigenous Communities. PD opportunities and funding continue to be a foundational part of the REB at KPU and its continued efficiency and awareness of current issues facing REBs across Canada.

Collaboration and connection have been central themes for the REB this year. In attempts to create more visibility and awareness of the work of the REB at KPU, the Chair has attended one Senate Committee on Research (and aims to attend more in the future), discussed policy changes with Chairs of several departments in the Faculty of Arts, opened a conversation with faculty who facilitate Honours Programs in Psychology and Criminology (about finding more ways to support students to write effective REB applications) and started meeting with the AVP Research on a regular basis. In addition to creating more connections and visibility at KPU, the REB has been actively involved in the BC Ethics Harmonization. This on-going process will provide researchers at KPU a more streamlined approach to ethics approval when working with faculty from other institutions and organizations. Currently, KPU has been approved to be part of this initiative, the REB Coordinator has attended meetings and is awaiting a date to schedule training and platform demonstration by Research Ethics BC, a requirement prior to signing on to the harmonization agreement.

CURRENT REB MEMBERSHIP

KPU REB's current membership is compliant with the [TCPS 2 Article 6.4](#). There are identified gaps around expertise in clinical research.

Faculty Members

Elected by/from Faculty	Department	Term Ends
Lisa Freeman (Chair)	Criminology	August 31, 2020
Farhad Dastur	Psychology	August 31, 2020
Karen Davison	Biology	August 31, 2020
Ari Goelman	Business	August 31, 2020
Dave Lyon	Criminology	August 31, 2021
Tara Lyons*	Criminology	August 31, 2019

*Term ended August 31, 2019



Student Member

Sujata Bakshi

Department
Criminology

Term Ends
October 31, 2019

Community Members

John Anderson

Term Ends
August 31, 2020

Joan Posivy

August 31, 2020

MEETINGS

The REB met 9 times over the year. In 2018 the REB met on September 28, October 26, and November 30. In 2019, the REB met on January 25, March 1, March 29, April 26, May 24, and June 28. The REB did not meet in July and August and continued to review applications.

RESEARCH ETHICS REVIEW SUMMARY

75 REB applications were reviewed, 17 of which were course-based research. The number of applications were significantly less than in the last year, where 80 applications were reviewed. This shift could be explained by the 5-year expiry date for Course Based Research. The majority of these applications were minimal risk and reviewed by the Chair and one (or two) members of the REB. Only one application was deemed more than minimal risk and was reviewed by the full-board.

There are 47 progress and or completion reports that are pending from researchers, reminders have been sent. Departmental chairs and or deans of researchers that are not in compliance have been notified.

Summary of Ethics applications

Internal Applications: 68

External Applications: 7

Clinical Applications: 3

Course Based Research: 17

Amendments: 84 – expedited review by the Research Ethics Coordinator.



Statistical Report: Approved Ethics Applications by Department

Department	Details	Total
External	Approved	7
Business	Approved	1
Marketing	Approved	1
Interior Design	Approved	2
Biology	Approved	2
Anthropology	Approved	4
Criminology	Approved	9
Psychology	Approved	37
Sociology	Approved	2
Access Program for People with Disabilities	Approved	1
Education Assistant	Approved	2
Journalism	Approved	3
Educational Studies	Approved	1
Product Design	Approved	2
International	Approved	1
Total		75

Clinical Applications

There were three clinical applications this year. One clinical application was reviewed by a pay per use external clinical review board, another by a partnering institution's Clinical Review Board and the third by an ad hoc reviewer from another institution's REB.



ADVERSE EVENTS

Four adverse reports were reported.

A research survey and non-invasive product test occurred during Course Based Research without instructor approval. This was reported to the REB as an incidental finding arising from an administrative review process. An REB member was designated to follow up with the instructor and steps put in place to ensure this oversight does not occur again. Course Based Research projects are strictly for minimal risk research and review is delegated to the instructor.

A second incidence involving another Course Based Research was reported where a student emailed a summary of research findings to respondents who provided their emails to receive the research findings. This email was cc'd but should have been bcc'd. No personal findings were or are ever disseminated. The instructor has put steps in place to prevent this from happening in the future.

A third incidence involved a participant who threatened a Research Assistant. The research assistant was able to get away from the situation and called for help, the participant was asked to leave the survey venue. The REB directed the Research Assistant to seek KPU counselling services.

A fourth incidence involved a research advertisement poster that was reported as offensive. The REB chair met with the researchers and the complainant, KSA executives, KPU Administrators, along with Office of Research Staff to discuss how to mitigate the effect the poster had on the complainant. It was agreed to remove the posters from circulation. The research had tremendous participation rate despite this report and was nearing completion.

Adverse Events Reporting Procedure

There are currently no incidence reporting forms or guidelines in place, beyond email reporting and follow up by the REB. This gap will be addressed in the policy review process currently underway.

SERVICE STANDARDS

Review timeline has increased from 2-3weeks for minimal risk applications to approximately 4 weeks, depending on the complexity of the application.



CHALLENGES & FUTURE OPPORTUNITIES

The REB continue to apprise of current and best practices in ethical research involving human participants. During the Annual Retreat (which took place in Fort Langley, June 2019), the REB discussed challenges and brainstormed areas to focus on in the future.

The challenges and future opportunities the REB identified reflect our commitment to engagement with KPU researchers, conducting efficient and effective reviews, and maintaining an awareness of on-going ethics issues in academic research in Canada.

The challenges we identified included questions about applications and application process, the need for clearer procedures and policies, training for REB members, and inefficiency with online system for reviewing applications. Looking forward, the REB will work towards creating more training for students and researchers including but not limited to drop-in support sessions, workshops, and pre-application screenings (possibly conducted by the REB Coordinator). In terms of policies and procedures, the REB will continue to work on revising the RS1 Policy for Research Involving Human Participants, giving special attention to procedures around complaints and concerns. Suggestions to modify the backend of the online review system so more collaboration and communication can occur between REB members was raised. In addition, REB Members stressed the importance of the need for permanent and on-going funding for professional development and training of REB Members to maintain a high standard for ethics reviews. In addition, there was discussion that the REB wants to work closely with ORS to establish communication and collaboration regarding KPU's data security and data management strategies for researchers.

Overall, it has been an exciting and full year for the REB. We welcomed five new REB members, three faculty, one community member, and one student member. We focused on providing timely and detailed reviews of applications, and are aware that efficiency can always be improved. At the same time, we focused on maintaining a vision for the REB at KPU focused on professional development, enhancing the presence of the REB at KPU, and addressing key issues in research ethics in Canada including but not limited to research with Indigenous communities, conflicts of interest and dual roles, social media and participant recruitment, and clinical research.

The REB would like to thank the REB Coordinator, Foluso Fagbamiye for her on-going administrative support and for keeping us on track. In addition, we would like to welcome and thank Dr. Deepak Gupta (AVP Research) for his on-going support and collaboration around key issues of research ethics at KPU. His leadership and future-thinking about research at KPU have been welcomed by the REB.