



Ethics Committee: Terms of Reference

USHA MARTIN UNIVERSITY

**At Village Narayansoso, Near Angara Block Office, Ranchi-Purulia Highway,
Angara, Ranchi-835103, Jharkhand**

Registrar
कुल सचिव
Usha Martin University
उषा मार्टिन विश्वविद्यालय
Ranchi-835103/रांची-835103

Purpose: The Ethics Committee (EC) is established to ensure the ethical conduct of research activities conducted within Usha Martin University. The committee's primary purpose is to review, approve, and monitor research projects to ensure compliance with ethical guidelines and regulations.

Composition: The EC shall comprise members from diverse academic disciplines. The committee shall be chaired by a designated faculty member with expertise in research ethics.

Responsibilities:

- a. Review and Approval: The EC shall review research proposals submitted by faculty, staff, and students to assess their ethical implications and compliance with ethical standards. The committee is responsible for approving research projects only after ensuring that they meet established ethical criteria.
- b. Monitoring and Oversight: The EC shall monitor ongoing research activities to ensure continued compliance with ethical guidelines. The committee may conduct periodic reviews and audits of research projects to address any ethical concerns or issues that may arise during the course of the study.
- c. Education and Training: The EC shall provide guidance, education, and training on research ethics to faculty, staff, and students involved in research activities. The committee shall promote awareness of ethical principles and best practices in research conduct.
- d. Policy Development: The EC shall collaborate with relevant stakeholders to develop and update policies, procedures, and guidelines related to research ethics. The committee shall ensure that these documents reflect current ethical standards and regulatory requirements.

Decision-Making Process: Decisions of the EC shall be made by consensus whenever possible. In cases where consensus cannot be reached, decisions shall be made by majority vote, with the chair having the deciding vote in the event of a tie.

Confidentiality: The EC shall maintain strict confidentiality regarding all matters discussed during meetings and related to research proposals under review. Committee members shall not disclose any confidential information without proper authorization.


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Reporting: The EC shall provide regular reports to relevant university authorities on its activities, including the number of research proposals reviewed, approved, or rejected, as well as any significant ethical issues identified during the review process.

Meetings: The EC shall convene regular meetings as necessary to fulfill its responsibilities. Meetings may also be called on an ad hoc basis to address urgent matters or time-sensitive issues related to research ethics.

Review and Revision: These Terms of Reference shall be subject to periodic review and revision as necessary to ensure their effectiveness and alignment with current ethical standards and university policies.

Dispute Resolution: Any disputes or disagreements arising in the interpretation or application of these Terms of Reference shall be resolved through consultation and mediation among committee members. If a resolution cannot be reached through mediation, the matter may be escalated to higher university authorities for final adjudication.

These Terms of Reference serve as the guiding framework for the operation and functioning of the Ethics Committee at Usha Martin University, ensuring the ethical conduct of research activities and upholding the university's commitment to integrity and excellence in scholarly endeavors.


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