

Institutional Code of Ethics

The University seeks to promote the highest standards of scientific and professional integrity and to give due consideration to the ethical, social and environmental issues arising from its activities.

1. Institutional Strategy

1.1 The University's strategy is to establish structures, procedures and guidelines sufficient to ensure that any ethical issues arising from its teaching and research activities and institutional practice are given due consideration.

1.2 The University aims to develop a culture of institutional practice wherein consideration of ethical, social and environmental issues becomes embedded in its decision-making activities. In reaching difficult ethical judgements, the University will be guided by application of the ultimate test of reasonableness.

1.3 The University seeks to raise awareness of ethical issues amongst its staff and students and to provide such procedures, guidelines and codes as are necessary to ensure that good practice is adopted across the breadth of its activities. The development and review of these procedures, guidelines and codes of practice is an ongoing process.

1.4 The institutional code of ethics also extends to, and underpins, the University's interactions with external organisations and individuals.

2. Corporate Responsibility for Ethics

2.1 The University's Council has overall responsibility for the institutional code of ethics which furthers the University's aim to strive for the highest standards of professional integrity. The University's Senate is responsible for approval of subsequent revision of the code on the basis that any material revision within the remit of Council is recommended to Council for approval.

2.2 Corporate responsibility for addressing the ethical, social, environmental and sustainability issues arising from the University's teaching and research activities and institutional practice is discharged by key committees or officers, including, inter alia:

- a. teaching, research and related activities by Senate, with recommendations from the Ethics Committee;
- b. ethical investment by the Finance Committee reporting to Council;
- c. business ethics by the Audit Committee/Finance Committee reporting to Council;
- d. personal and professional relationships by the Director of Human Resources reporting to the Executive Committee;
- e. ethical purchasing policy by the Head of Purchasing Services reporting to the Executive Committee;
- f. ethical fundraising policy by the Director of Development and Alumni Relations reporting to the Vice-Chancellor's Group
- g. environmental impacts of energy use by the Energy and Environment Unit, reporting to the Executive Committee;
- h. environmental audit by the University's Director of Estates reporting to the Executive Committee.

2.3 All formal committees of the University, in discharging their routine business, will seek to raise awareness of ethical considerations and to disseminate best practice appropriate to their terms of reference.

3. Implementation of the Institutional Strategy

3.1 Council

Through the conduct of its own business, and that of its sub-committees, Council seeks to promote the highest standards of ethical, social and environmental responsibility.

3.2 Senate

Senate is responsible for the development and implementation of the institutional ethics strategy as it relates to the University's teaching, research and other related institutional activities.

3.3 Ethics Committee

The Ethics Committee is responsible for advising Senate on the development of appropriate procedures and guidelines and for responding to requests for guidance on ethical issues from academics, Departments and Faculties/Schools.

3.4 Responsibility of Departments for Implementation

Each Department is responsible for communicating and implementing the University's frameworks and policies related to ethics and for ensuring compliance with discipline-specific ethical guidelines for relevant professional bodies.

3.5 Responsibilities of Members of Staff

Individual members of academic staff are responsible for ensuring that any ethical issues arising from their research, teaching, professional practice and consultancy activities are considered. In addition, they are responsible for ensuring that ethical issues are given due consideration as they arise naturally during the delivery of the taught curriculum. In particular, academic staff should ensure that undergraduates and postgraduates are made aware of issues surrounding professional ethics. Where ethical issues arise from research requiring further consideration, members of staff should contact their Departmental Research Ethics Officer (DREO) in the first instance. If any such issue remains unresolved after consultation with the DREO and any local ethics committee, it shall be referred to the University Ethics Committee for determination.

3.6 All members of staff are responsible for ensuring that they implement such guidelines, codes of practice and procedures relating to ethical issues as are relevant to the nature of their employment.

Revised: September 2011