UCL

LONDON'S GLOBAL UNIVERSITY

Understanding
Research Integrity
at UCL

"Excellence and integrity are inextricably linked"

Foreword to The Concordat to Support Research Integrity
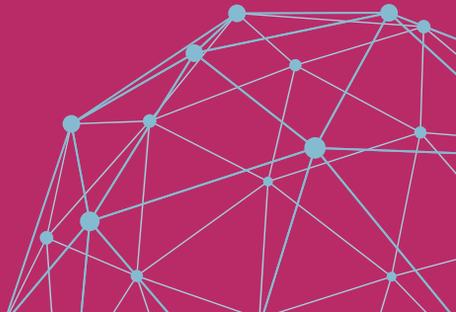
Research Collaboration

When *working collaboratively*, it is important to understand the differences that exist across disciplines, institutions, countries and cultures.

For instance, the differences that exist between:

···▸ institutional policies and guidelines
···▸ legislation and culture
···▸ authorship norms
···▸ ethical codes of conduct
···▸ common practice and terminology

Acknowledging and discussing these differences **before** research commences helps to avoid future disagreements or misunderstandings.

External Researchers

All researchers external to UCL who wish to recruit UCL staff and/or students **must** first seek permission to do so using the process set out on the *Guidance for external researchers* webpage.
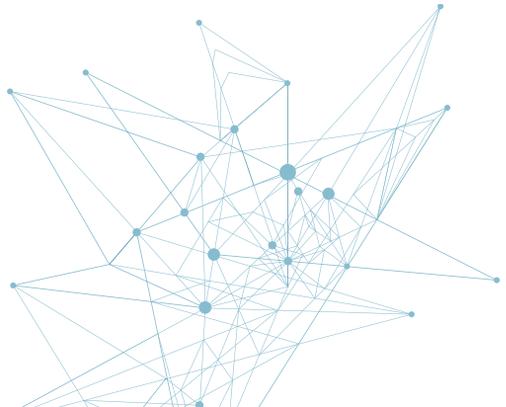
Publication
& Authorship

Publication

Results of research need to be made available in order to be of benefit to society. This includes **all research**, regardless of the outcome.

For other researchers and the public to have trust in research it is essential that results, methods and contributions are published accurately and honesty.

Authorship

Incorrect authorship goes beyond raising disputes amongst research teams to matters of research integrity and good research conduct.

In order to avoid disputes at a later stage, it is advised that authorship be agreed from the outset.

It is worth noting that the balance of contribution can change over time and so any agreement on authorship should be revised when this occurs.

Further guidance on *publication and authorship* can be found on the UCL website.

Data Management & Protection

It is extremely important for data to be managed properly **throughout** the life of the research and after; including archiving and timely destruction of data. Poor data management can undermine the integrity of research as well as overshadow any benefits and/or impact the research may produce.

All those involved with handling data should be aware of the relevant legislation and UCL policies, such as the *UCL Research Data Policy*.

The *Data Management & Protection* section of the research integrity website provides guidance on the following areas of data management:

⸱⸱⸱▸ Research Data Management
⸱⸱⸱▸ Data Protection
⸱⸱⸱▸ Freedom of Information
⸱⸱⸱▸ Intellectual Property
⸱⸱⸱▸ Information Security
⸱⸱⸱▸ Open Access

Declaration of Interest

To maintain integrity and reputation, it is essential for staff to declare any conflicts of interests that they, or their family, may have. These could be actual conflicts, potential conflicts or perceived conflicts even where no actual conflict exists.

This is **not restricted** to financial interests but also includes non-financial interests, such as career/education/ professional enhancement or access to privileged information or facilities.

See *Declaration of Interest* Policy for full information, including the annual declaration requirement for all staff.

Research Funding Ethics

Integrity requires careful consideration of funding opportunities, to ensure they do not conflict with the aims, objects or activities of UCL. For instance, UCL does not accept any money from the tobacco industry.

The *Research Funding Ethics Policy* addresses other types of funding situations which may, for reasons, also not be acceptable either in certain circumstances or for particular pieces of research.
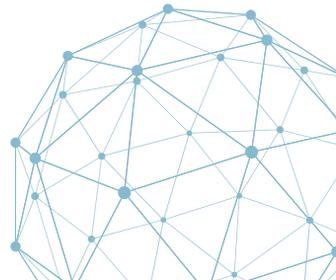
Research Ethics

UCL regards it as fundamental that research be conducted according to ethical guidelines.

The *ethics section* of the research integrity website provides guidance for staff and students on approvals required when conducting research including research ethics committees within UCL;

- ⋯▸ with human participants;
- ⋯▸ involving the use of human tissue;
- ⋯▸ outside of the UK (including Europe);
- ⋯▸ involving animals;
- ⋯▸ with UCL museums, heritage and cultural collections;

It is essential that all research adheres to the relevant ethical codes of conduct as well as the ethical policies of institutions involved in the research.
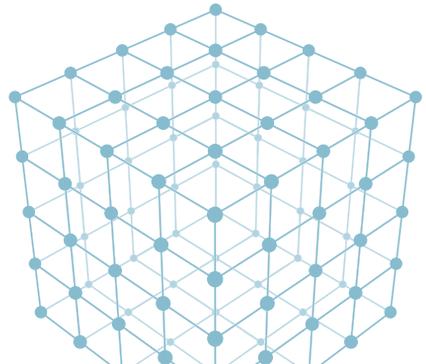
Peer Review

Peer review is a process whereby other academics will review papers and provide feedback to be taken into consideration prior to final submission/publication. It can either be a formal process or researchers may choose to ask colleagues to review their work informally.

For those that have been asked to peer review another's work, UCL Organisational Development run *Writing a Peer Review: ThinkWrite* as part of the *Professional Development Programme*.

Mentoring

Mentoring is a supportive relationship which allows the mentee to discuss issues away from their working environment and to learn from the experience of their mentor; the aim being to support the mentee in their goals.

uMentor is UCL's Mentoring scheme which allows staff to register as a mentor, mentee or both, as well as providing training.

There is also a pilot cross-institutional mentoring scheme for Black and Minority Ethnic academics and researchers available called B-Mentor.

Research Integrity at UCL

UCL considers high standards of research integrity across all of its activities to be of the utmost importance. All those involved with research at or in collaboration with UCL are expected to observe the standards of behaviour set out in the *UCL Statement on Research Integrity* which includes adherence to the *Code of Conduct for Research* and the UCL Principles of Integrity.

Training

The *research integrity training page* holds information on a variety of research integrity training opportunities for both staff and students. This includes information on how to organise a research integrity seminar within departments or teams, as well as relevant external training options.

News and Updates

Relevant updates and changes regarding research integrity, both within and external to UCL are available on the *News and Updates* webpage. For regular updates sign up to the newsletter at the web address below.

Contact

www.ucl.ac.uk/research/integrity
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