

## **ETHICS FORUM TERMS OF REFERENCE**

### **Purpose**

The Board of Governors Ethics Forum (“the Forum”) is a representative sample of the University’s stakeholders, from which Ethics Panels (“Panel”) of three or four individuals will be drawn to advise the Vice-Chancellor and the Board of Governors on ethical matters that cannot be resolved within existing policies.

### **Terms of Reference**

1. Panels will consider and report on ethical matters referred to it by the Vice-Chancellor, where appropriate, provide recommendations to safeguard the reputation of the University, members of staff and students.
2. The Forum will provide an annual report each July to the Board of Governors on its activities.

### **Composition**

The Forum will be composed of internal and external stakeholders of the University as follows:

#### Internal Members

- 1 Independent Governor
- 1 Chair of the University Research Ethics Committee
- 3 Academic members of staff nominated by Academic Board
- 3 Professional Services members of staff nominated by Academic Board
- 2 Students, to include one postgraduate student nominated by the Students’ Union.

In the case of Academic Board nomination, staff will be asked to express an interest in the role. Where more than three members of staff in either category are put forward for the Forum, each potential nominee will be given the opportunity to provide a 500 word statement to Academic Board on why they wish to sit on the Forum. An anonymous vote by Academic Board will then be held to select its nominees.

#### External Members

(co-opted by the Board of Governors to be part of the Forum):

- 4 representatives from the wider South West community
- 1 representative with a background within the NHS

The Chair of the Forum will be nominated by the Chair of the Board of Governors from the co-opted members.

The Panels will compose of at least two external members. From the Panel membership the Chair of the Ethics Forum will nominate a Chair.

**Officer:** The Clerk to the Board of Governors (or nominee) will support both the Forum and individual Panels.