

Agreement of 6 May 2025, of the Governing Council, approving the Regulations of the Ethics Committee for Research and Teaching at the University of A Coruña

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TITLE I. General provisions

Article 1. Research and Teaching Ethics Committee

The Research and Teaching Ethics Committee (CEID) is a collegiate, permanent, interdisciplinary, independent and advisory body. Its purpose is to assess and ensure the adequacy of the ethical, methodological and legal aspects of research and teaching, as well as to promote scientific and academic integrity.

Article 2. Scope of action of the CEID

1. The CEID performs its functions in relation to research and teaching carried out in research groups and centres, as well as in the UDC's own centres, or those in which it participates or to which it is affiliated. It also acts on the activities of research staff linked to any of these spaces.

2. The CEID shall deal with matters relating to the scientific and academic integrity of students, teaching and/or research staff, technical, management and administrative staff, staff contracted for research tasks and/or management and administrative positions at the UDC.

Article 3. Affiliation

The CEID is organically attached to the Vice-Rector's Office with responsibilities in research and transfer, where it has its headquarters. This Vice-Rector's Office shall provide it with the necessary financial, technical and administrative support to ensure its proper functioning.

Article 4. Functions

1. The CEID shall carry out its functions with complete independence, autonomy and impartiality.

2. The functions of the CEID are:

- a) To report on the ethical, methodological and legal adequacy of research projects and work prior to their development.
- b) To advise the competent bodies on ethical aspects related to teaching.
- c) To guarantee scientific and academic integrity.
- d) Respond to queries on ethical issues related to research and teaching.
- e) To promote scientific and academic integrity and respect for research and teaching ethics, considering them as criteria for quality and good professional practice.
- f) Prepare reports, recommendations, protocols, codes of good practice and standard operating procedures.
- g) Any other function related to its purposes that is expressly entrusted to it by the UDC.

TITLE II. Composition, structure and appointment

Article 5. Composition

1. The CEID shall have an interdisciplinary and plural composition, and shall seek to ensure the presence of all branches of knowledge: arts and humanities, sciences, health sciences, social and legal sciences, and engineering and architecture.

2. The CEID shall have a minimum of five and a maximum of fifteen members. Members may belong to the teaching staff, research staff, doctoral students of the UDC, technical, management, administrative and service staff, staff contracted for research tasks, or they may be independent members of the UDC. At least one of the members must have

Legal training.

3. The number of independent members may not exceed two and they must demonstrate academic, scientific or professional competence in their field(s) of specialisation.

4. A balanced presence of women and men shall be ensured.

5. The composition of the CEID must be renewed in parts at least every three years. This renewal shall involve the incorporation of at least 30% new members.

Article 6. Organisational structure and staffing

1. The CEID shall be composed of a chair, a vice-chair, a secretary, a deputy secretary and members.

2. The persons holding the positions of president, vice-president, secretary and vice-secretary shall be elected by the members of the CEID from among themselves, in a plenary session by simple majority.

3. The person holding the presidency shall be responsible for convening, coordinating and chairing the sessions of the CEID, and representing it institutionally. In the event of absence, these functions shall be assumed by the vice-presidency.

4. The person in charge of the secretariat shall be responsible for the management and administrative organisation of the CEID. In the event of absence, these functions shall be assumed by the vice-secretary.

Article 7. Membership ship and term of office

1. CEID membership is personal and non-transferable.

2. The term of office of members shall be a maximum of six years, non-renewable.

3. The members of the CEID shall be appointed and dismissed by the rector, on the proposal of the vice-rector responsible for research and transfer, who shall inform the Governing Council of the UDC.

4. Membership of the CEID shall end by express resignation, expiry of the term of office, loss of affiliation with the UDC or dismissal for repeated failure to fulfil the duties of the position, as assessed by the Committee and after a hearing with the person concerned.

5. CEID members shall expressly record any activities and circumstances that could give rise to a conflict of interest, for the appropriate purposes. This declaration shall be made in a register created for this purpose within the Vice-Rector's Office with responsibility for research and transfer.

6. The members of the CEID shall have a duty of confidentiality regarding all matters that come to their knowledge in the course of their duties, as well as regarding the deliberation and voting processes of their meetings.

7. Participation in the CEID will be recognised through compensation or a reduction in teaching load.

TITLE III. Functioning of the CEID Article 8.

Functioning

1. The CEID shall carry out its activities through plenary sessions and committees.
2. The plenary session shall be composed of the person acting as chair (or, in their absence, the vice-chair), the person acting as secretary (or, in their absence, the vice-secretary) and the members. The plenary session shall meet on a monthly basis, except in August.
3. For the CEID to be validly constituted, and to hold sessions, deliberate and reach agreements, the presence of the person holding the presidency and the secretariat, or their substitutes, as well as at least half of the members, shall be required.
4. The CEID plenary may create specific committees to study and evaluate specific issues. The agreement to create such committees shall indicate their composition, duration, functions, objectives and deadlines.

The committees shall be composed of at least three members and, for their internal functioning, a person shall be appointed to perform the functions of secretary.

5. The agreements adopted by the committees must be ratified by the plenary session with the favourable vote of the majority of CEID members.
6. The CEID may appoint external consultants who are experts in a specific area of specialisation. These persons shall act as advisers, with a voice but no vote.

Article 9. Appeals

Appeals against the resolutions of the CEID of the UDC may be lodged with the vice-chancellor responsible for research and transfer within one month, in accordance with the provisions of Article 122 of Law 39/2015 of 1 October on the common administrative procedure of public administrations.

Additional provision. Procedure for amendment

The modification of these regulations shall be the responsibility of the Governing Council, on its own initiative, on the initiative of the CEID or the Research Committee, when agreed by an absolute majority of its members.

Repeal provision. Repeal of regulations

The Regulations of the UDC Research and Teaching Ethics Committee, approved by the Governing Council on 3 April 2018 and amended on 26 September 2019 and 27 February 2023, are hereby repealed, as are all provisions of equal or lower rank that conflict with them.

as set out in these regulations.

First final provision. Regulatory authorisation and en

The Vice-Chancellor's Office with responsibility for research and transfer is authorised to implement these regulations and interpret any doubts that may arise in their application, by means of the appropriate instructions, which must be published in the Official Electronic Bulletin Board (TEO) of the UDC in the event of general application.

Second final provision. Entry into force

These regulations shall enter into force on the day following their publication in the UDC's TEO.

The Rector

Ricardo J. Cao Abad