


<b>Category</b>	Research and Scholarly Activities	<b>Policy Number</b>	ACA-RES-201	 جامعة زايد ZAYED UNIVERSITY
<b>Classification</b>	Public	<b>Version</b>	3.0	
<b>Responsible Office</b>	Provost	<b>Policy Owner</b>	OR	
<b>Date Approved</b>	20 September 2024	<b>Effective Date</b>	20 September 2024	
<b>Date Last Reviewed</b>	28 May 2024	<b>Due Date for Next Review</b>	22 August 2027	

## **PROCEDURES**

### **Research Involving Human and Animal Subjects**

#### **1. Zayed University Research Ethics Committee**

- 1.1** The Zayed University Research Ethics Committee (“**REC**”) will review all research proposals and protocols to ensure that the rights and welfare of human subjects are adequately protected and that matters of confidentiality are respected.
- 1.2** The REC will develop specific criteria for judgment of projects, produce guidelines and documentation for receipt of research proposals, issue notification of approval, and monitor and review projects.
- 1.3** The REC, including the Chair, will be appointed by the Assistant Provost for Research for a period of two (2) years in staggered timings to ensure continuity.
- 1.4** The REC will consist of at least seven (7) representatives, all of whom will be research-active faculty members knowledgeable in research ethics:
  - one (1) member of the University Standing Committee on Research,
  - five (5) members selected from doctoral qualified faculty to broadly represent the research disciplines,
  - one (1) member who is an ex-officio representative from the Office of Research.
- 1.5** The Chair of the REC has the option to appoint additional members with the relevant expertise to meet the needs of the REC.
- 1.6** All members of the REC will undertake research ethics training.
- 1.7** The REC will have the option to seek legal advice when such advice is deemed appropriate.

#### **2. Zayed University Committee on the Use of Animal Subjects in Research**

- 2.1** The Zayed University Committee on the Use of Animal Subjects in Research will operate as a sub-committee of the REC, and will be elected from among the members of the REC.

**2.2** The Zayed University Committee on the Use of Animal Subjects in Research will review all research proposals and protocols to ensure that the wellbeing of animal subjects used for research is adequately protected, with the aim of minimizing their experience of pain and distress.

**3. Committee Reporting Procedures**

All proceedings will be recorded and made available to the University Research Standing Committee, and through this Standing Committee to the Provost.

**4. Revision History**

<b>Date</b>	<b>Revision</b>	<b>Ver.</b>
20 September 2024	Vice-President’s Decision issued (VPD#80 of 2024).	3.0
28 May 2024	Approved by the Academic Council by circulation.	
1 May 2024	Revisions endorsed by the Provost’s Council: <ul style="list-style-type: none"> <li>• Updated the name of the REC.</li> <li>• Updated the composition of the REC.</li> </ul>	
1 February 2023	Administrative change: <ul style="list-style-type: none"> <li>• Updated the information header to be in line with the new format.</li> <li>• Updated the policy number from ACA-RES-02 to ACA-RES-201.</li> </ul>	
15 December 2019	Updated the title of the Assistant Provost for Research and the format.	2.1
5 August 2009	Revision of Committee membership and reporting, and addition of responsibility for animal subjects in research.	2.0
1 October 2000	New procedures approved.	1.0