National Taiwan Normal University Guidelines for the Research Ethics Grievances Committee

2013.11.27 Passed during the 342nd Administrative Meeting
2014.11.26 Amendments passed during the 346th Administrative Meeting
2015.3.18 Amendments passed during the 347th Administrative Meeting

Article 1 National Taiwan Normal University (NTNU) established the Research Ethics Grievances Committee (hereinafter referred to as the "Committee") and this Policy in accordance with Article 2 of the research ethics governance framework.

Article 2 The Committee has the following tasks:

I. Handles appeals or complaints that research participants have raised to NTNU's Research Ethics Review Committee.
II. Organizes and conducts investigations on projects that have appeals or complaints.
III. Any other issues relating to the rights and interests of research project participants.

Article 3 The Committee shall consist of members who are well-versed in ethical governance of human subject research, or researchers within or outside NTNU who had experience serving as a human subject research ethics committee. In addition, non-NTNU members and members of any gender shall represent no less than one-third of the Committee. Committee members shall serve a term of two years, which may be renewed upon expiry. Committee members may continue to serve on the panel if their terms are renewed.

Article 4 The Committee shall have three to five members in total, with one of whom chosen as the chairperson. Remaining members shall be full-time faculty members or scholars and experts inside and outside NTNU recommended by the Vice President of the Office of Research and Development and appointed with the President's approval. The Committee shall meet irregularly as needed. Committee members will serve a term of two years and may be

reappointed at the end of the term. Committee members' names, occupations, and associations with NTNU are to be announced according to the rules of the competent authority.

Article 5 The Committee may perform on-site inspections on research projects that have passed review and are currently proceeding. There are two types of inspections:

I. Active inspection: Performed regularly and randomly on research projects based on the ethical risks involved.

II. Passive inspection: Performed at the request of the Research Ethics Review Committee, the project host, the project team, the project sponsor, or the governing authority of the executed project. The inspection process needs to be documented.

Article 6 The Committee may, upon request by the Research Ethics Review Committee, investigate projects that are suspected to have undermined the interests of research subjects. These investigations need to be completed within two months and delivered to the Research Ethics Review Committee.

Article 7 Principal investigators who have requested a re-assessment from the Research Ethics Review Committee and still disagree with the review committee's decisions may raise an appeal to the Committee within two months. The appeal procedures have been outlined in a separate policy.

Article 8 No remuneration shall be provided for members of the Committee. However, allowances such as review, attendance, and travel may be given to non-NTNU members.

Article 9 These guidelines have been implemented after approval by an Administrative Meeting. The same shall apply to all subsequent amendments.