

○ Hosei University Research Ethics Committee Regulations

Regulation 1142

Partially revised April 1, 2015, April 1, 2022,

April 1, 2024

Purpose

Article 1. The purpose of these Regulations is to stipulate matters concerning the Hosei University Research Ethics Committee (hereinafter, “Committee”) established to deliberate, investigate, and examine issues related to research ethics in line with the requirements of the Hosei University Research Ethics Regulations (hereinafter, “Research Ethics Regulations”).

Matters for Deliberation and Mission

Article 2.

1. The Committee shall deliberate the following matters:

- (1) Matters concerning implementation and interpretation of the Research Ethics Regulations
- (2) Matters stipulated in Article 15 Paragraphs 1 to 3 of the Research Ethics Regulations
- (3) Matters required for the review of plans and other issues of each research project involving human subjects
- (4) Matters as requested by the President for advice regarding research ethics
- (5) Matters concerning revision and abolition of the Research Ethics Regulations
- (6) Other necessary matters

2. The Committee shall provide appropriate guidance and advice to researchers when deemed necessary.

3. To prevent researchers from committing misconduct, the Committee shall:

- (1) plan and implement training and education on research ethics;
- (2) gather information on research ethics in Japan and share it with researchers;
- (3) investigate misconduct committed by researchers; and
- (4) take any other necessary actions related to research ethics.

Composition

Article 3. The Committee members, who shall be appointed in accordance with the Rules on Regulations Regarding Authorities.

- (1) Executive Trustee, Vice President, in charge of Academic Support Bureau;
- (2) Executive Director of Corporate Management Bureau;
- (3) Director of Audit Office;
- (4) Executive Director of Academic Support Bureau;
- (5) Director of Research and Development Center;

- (6) Chair of the Recombinant DNA Experiments Committee;
- (7) three faculty members (one each from Ichigaya, Tama, and Koganei campuses); and
(However, in cases where the research of a member is subject to review by the Committee, the member may not join the review of the research.)
- (8) one or more experts other than the faculty and staff of the University who possess specialized knowledge.

Committee Chair and Vice Committee Chair

Article 4. The Committee shall have the chair and vice chair.

1. The chairperson of the committee shall be the member specified in item 1 of the preceding article.
2. The vice chair shall be elected by the committee members from among those specified in items 2 through 7 of the preceding article.

Term of Membership

Article 5.

1. The term of membership of the Committee members specified in Article 3, Items 1 to 5 shall be the same as the tenure of office for their respective positions at the University. The term of membership of the Committee members specified in Items 6 and 7 shall be two (2) years, provided, however, that they may be reappointed.
2. The tenure of office for the chair shall be the same as that for his/her position at the University.

Method of Resolution at the Meetings

Article 6.

1. The Committee shall be convened and chaired by the chair.
2. Attendance of two-thirds of the total membership of the Committee shall constitute a quorum for Committee meetings, and resolutions shall be passed by a majority in attendance at the meetings.

Attendance of Persons Other than Committee Members

Article 7. The Committee may request a person(s) other than the Committee members to attend and state his/her opinion at its meetings when deemed necessary.

Confidentiality

Article 8. The Committee members shall respect the protection of privacy about cases reported and consulted and shall not disclose to others any secret that comes to the members' knowledge.

Administrative Work

Article 9. Administrative work pertaining to the Committee shall be undertaken by the Research and Development Center.

Revision and Abolition of These Regulations

Article 10. Decisions on the revision or abolition of these Regulations in accordance with the Rules on Regulations Regarding Authorities after deliberation by the Committee.

Supplementary Provisions

1. These Regulations shall be enforced on November 27, 2013.
2. These Regulations shall be enforced on April 1, 2015, after partial revision.
3. These Regulations shall be enforced on April 1, 2022, after partial revision.
4. These Regulations shall be enforced on April 1, 2024, after partial revision.