

## INTRODUCTION

REAPs are in the unique position of having decades of experience in lifelong learning and community development in a rural New Zealand context. Over the years, this has offered many informal opportunities for action research and collaborative projects. As REAPANZ furthers the profile of REAPs through its national role, the potential for research contribution is strengthened. Going forward, formal REAP research efforts have much to offer a range of sectors, with support/guidance in these activities a sensible, proactive step.

## PURPOSE

The role of the REAPANZ Research & Ethics Committee is:

1. *To provide guidance on formal sector research trends and methods, particularly where REAP practitioners are interested in publishing their work.*
2. *To support REAP staff to prepare for and collaborate on formal presentations to conferences, symposia, or committees.*
3. *To share information and act as a conduit of review (where appropriate) regarding ethical actions and behaviours in an educational research setting.*
4. *To consider and raise any potential concerns of profile risk with the Audit & Risk Committee, where published or presented materials could impact due to political positioning.*

## MEMBERSHIP & MEETINGS

The Committee will consist of, not less than two and not more than three members appointed by the REAPANZ Board. The Board may co-opt one person to the Research & Ethics Committee, who may or may not be a member of the Board.

The Director shall be an ex-officio member of the Research & Ethics Committee. All Board members shall be entitled to attend meetings of the Research & Ethics Committee, which shall take place at least quarterly.

## DELEGATIONS & ACTIVITY

The Research & Ethics Committee is accountable to the REAPANZ Board for its activity, undertaken within the scope of these terms of reference.

The Research & Ethics Committee will:

- Offer advice to REAP staff wishing to undertake formal research or presentation of their work
- Maintain an active register of conference and symposia opportunities relevant to REAPs' work
- Provide at least biannual communication to members on research opportunities and training
- Assess the research capability of REAPs to guide national PD offerings
- Assess potentially published or presented research for profile risk, per Purpose (4.) above
- Monitor the impact factor of REAPs within peer reviewed journals as a proxy for research profile
- Maintain a digital library of REAP-related research and publications
- Act as a conduit on the ethical review of large-scale planned research projects and applications
- Advise REAPANZ of any research trends that could impact on REAP activities (e.g. emergent practice)

## ETHICAL PRACTICE

The Research & Ethics Committee subscribes to the *Royal Society of New Zealand Code of Professional Standards and Ethics*. This voluntary *Code* (<http://www.royalsociety.org.nz/organisation/about/code/>) provides a framework of integrity and professionalism around research that can guide work in science, technology and the humanities (including education). Of particular note in these terms of reference are the Fundamental Principles outlined in the *Code*. Listed below, their full description can be found in the *Code*:

1. Integrity and professionalism;
2. Honesty;
3. Compliance with the law and relevant standards;
4. Respect for colleagues;
5. Respect for communities;
6. Protection of the well-being and privacy of individuals;
7. Duty to funders and purchasers of research;
8. Protection of the welfare of animals;
9. Protection of the environment;
10. Continuing education and communication of knowledge;
11. Appropriate use of genetic information.

## NEW ZEALAND ETHICS COMMITTEE

Per the 'Delegations & Activity' above, the REAPANZ Research & Ethics Committee may be called upon to be a conduit for organising ethical review of human subjects research within REAPs. In these instances, the Committee shall access the New Zealand Ethics Committee (<http://www.nzethics.com>) to formally review projects by application. As a community organisation, REAPANZ can have applications reviewed for free by a panel of health and education specialists with a background in ethics and research methodology. The New Zealand Ethics Committee subscribes to the *Royal Society Code of Professional Standards and Ethics* above.

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