

Role Description for School Good Research Practice Adviser

Contact:	Research-integrity@glasgow.ac.uk
Grade	Lecturer, Senior Lecturer, Reader, Professor
Duration	Appointed for a period of 3 years in the first instance. Indicative workload 1-2 hours/week
Reporting to	The Good Research Practice Champion in the relevant College and Academic Lead for Good Research Practice (as appropriate)
Appointment Process	The appointment will be made by the Academic Lead for Good Research Practice in consultation with the Good Research Practice Champion, with nominations by the Head of School.
Role Summary	<ul style="list-style-type: none">• Acting as a local point of contact for staff and students, to raise the profile of good research practice training and policies.• Providing advice to researchers (staff and students) about good research practice, research ethics or integrity.• Providing informed support for those who may be considering whether to make an allegation of misconduct.• Liaising with the College-level Good Research Practice Champion to refer misconduct reports to Research Services Directorate (RSD).

Responsibilities

The School Good Research Practice Adviser will:

1. Promote staff and student engagement with training and resources for good research practice (e.g., good data management) and organise regular local seminars or workshops in this area as appropriate.
2. Provide informal advice to staff and students who are unsure about a research integrity issues, referring potential misconduct issues to the Research Integrity Champion in the College.
3. Act as a local point of contact to ensure advice, training and resources are comprehensive and joined up. This may involve communication with the library

(open access and data management teams), ethics advisers or Good Research Practice Advisers / Integrity Champions in other Schools/Colleges.

4. Ensure that the principles contained in the [Code of Good Practice in Research](#) are interpreted in the context of the specific discipline represented by the Adviser.
5. Alert RSD to any required alterations to the [Code of Good Practice in Research](#), to the definition of misconduct or to the application of the [misconduct investigation procedure](#)
6. Share examples of good research practice.
7. Maintain the Integrity Logbook and take responsibility for ensuring the chain of reporting is communicated throughout the School.
8. Advisers are to report to the Good Research Practice Champion or Dean of Research as appropriate, and integrity-related matters (noted in logbooks) will be reported on yearly to RSD.
9. Keep a record of activities undertaken throughout the year (in the integrity logbook) that have helped to promote research integrity and good research practice throughout your School/RI/College. These activities can be reiterated in the P&DR review process or in promotion (under “leadership”).

Examples of activities undertaken to promote research integrity and good research practice throughout the School/Institute

(NB: these activities can be delegated to other staff members where appropriate)

- Email updates, newsletter articles and / or social media activity to draw attention to new developments such as a change in policy or funder requirements, the launch of the new Concordat for Research Integrity or discipline-specific integrity information
- Ensuring staff and students are aware of the good research practice adviser role and whom to go to for advice
- Responsibility for and completion of the logbooks
- Developing local / specialist training or materials or advising on development of these by RSD
- Encouraging participation in research integrity and data management training by staff and students
- Attending and reporting back on external meetings e.g. UKRIO annual integrity conference.
- Communicating local resources and needs to the Academic Lead for Good Research Practice
- Collecting statistics on good research practice prevalence in your School.

What Research & Innovation Services (R&IS) can do to support you!

- Provide bi-annual reports which will provide sector updates, in-house developments, and locally sourced examples of good research practice within your School and the wider university.
- Organise annual Champion and Adviser meetings to share practice and provide opportunity to input policy and strategy development in this area.
- Provide confidential advice by teams or email to support any queries relating to research misconduct (research-integrity@glasgow.ac.uk).
- Offer training and support for attendance at external meetings or training as appropriate.
- We are open to other suggestions as to how we can assist you in your role as Good Research Practice Advisor. Please email comments or suggestions to research-integrity@glasgow.ac.uk