

University Ethics Committee Internal Meeting Schedule

Academic Year 2023 / 2024

Month	Proposed Meeting Date	Focus
October	25 October 2023	Start of academic year review & overview of pending complaints.
November	22 November 2023	Complaint procedure review.
December	20 December 2023	Address ongoing or new complaints.
January	17 January 2024	University code of conduct awareness campaign planning
February	28 February 2024	Ethics policy review.
March	27 March 2024	Review of new complaints submissions.
April	23 April 2024	Review of new complaints submissions.
May	22 May 2024	Regular complaints review.
June	12 June 2024	Finalization of annual report.

Additional Notes:

- Additional meetings may be called if urgent ethical issues arise.
- Agendas are circulated 7 days prior to each meeting.