



BEHAVIOURAL SCIENCE IN HEALTH - BSIH LAB / CYPRUS UNIVERSITY OF TECHNOLOGY

Terms of Reference, Version 1 | August 2025

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Behavioural Science in Health (BSiH) Lab

Terms of Reference (ToR)

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1. Purpose and Scope

1.1 Purpose of the ToR

This document sets out the governance, operational guidelines, and good practices of the Behavioural Science in Health - BSiH Lab, Cyprus University of Technology (CUT). It promotes professional excellence, equality, transparency, collaboration, and a strong work ethic to advance high-quality research with societal impact.

1.2 Purpose of the Lab

BSiH Lab serves as a hub for interdisciplinary research at the Cyprus University of Technology, applying behavioural science theory and practice to improve public health, healthcare delivery, and patient outcomes. Our activities support, develop, and disseminate impactful research and interventions, with a special focus on health-related decision-making mechanisms, health behaviour change, digital health and population-centred metrics such as Patient-Reported Outcome Measures (PROMs).

1.3 Mission Alignment

BSiH Lab is committed to:

- Advancing research using robust methodologies and rigorous research design
- Bridging research and policy by applying findings to real-world health systems and informing national/international practices.
- Fostering a collaborative, inclusive, and constructive laboratory culture built on respect and teamwork.

1.4 Research Focus

BSiH Lab's pillars include:

- **Health-related decision-making processes** and associated mechanisms (psychological, social, cognitive, neurological etc.) which are used when individuals (both experts and lay people) make choices regarding health.
- **Health Behaviour Determinants** with studies of individual, social, and environmental factors affecting healthy choices (e.g., vaccination, breastfeeding, physical activity, smoking, eating etc.).
- **Digital Interventions** on the creation and assessment of digital tools (e.g., apps, e-health platforms) for health promotion and behaviour change.
- **PROMs & Quality-of-Life** metrics for patient-reported outcomes and digital quality-of-life assessment.
- **Policy Impact** including translational projects influencing public health policy at community, regional, national and European levels.

1.5 Scope

This Terms of Reference (ToR) document applies to all BSiH Lab staff, students, collaborators, and affiliates. It is designed to guide leadership, project management, collaboration, and research conduct within the lab community.

1.6 Research & Education Activities

- Research projects (e.g., funded through dedicated grants, or student theses)
- Supervision and mentorship for undergraduate, MSc, and PhD students.
- Hosting seminars, workshops, and outreach events (e.g., annual summer outing, department seminars).

2. Lab Culture & Values

2.1 Core Values

We uphold:

- **Equality & Inclusion** – Commitment to equality, diversity, and equitable participation.
- **Transparency** – Open processes for decisions, authorship, and resource allocation.
- **Work Ethic** – Professionalism, punctuality, and accountability.
- **Collaboration & Respect** – Constructive feedback, teamwork, and inclusive dialogue.
- **Well-being & Balance** – Promoting a healthy, supportive working environment.

2.2 Collaboration & Respect

We aim to:

- Maintain a respectful, collaborative environment with open feedback, teamwork, and inclusive dialogue.
- Encourage constructive peer review, shared responsibility, and cross-disciplinary knowledge sharing.
- Champion diversity and inclusion across all lab activities.

3. Roles & Responsibilities

3.1 Structure & Activities

Lab Director

- Provides strategic direction, mentorship, and oversight.
- Ensures equality, transparency, and research integrity.

Researchers (postdoctoral researchers, project managers and research assistants)

- Contribute to lab projects ethically and to agreed timelines.
- Actively participate in required lab, departmental, and outreach activities.

Interns and Students (PhD, MSc, BSc)

- Work under supervision, following the Internship Agreement (Appendix B).

All members

- Maintain respectful communication.
- Follow CUT and lab ethical guidelines

3.2 Laboratory Leadership and Membership

- Director: Dr. Angelos Kassianos
- Core Members: Researchers, doctoral and MSc candidates, student interns, technical support staff.
- Affiliates: Visiting researchers, external collaborators, and clinical partners.

4. Professional Development & Annual Appraisal

All members of the BSiH Lab are committed to:

- **Annual appraisal:** At least one meeting per year with the Lab Director to review progress, training needs, and development plans.
- Completing the **Performance Review Form** according to CUT guidelines.

5. Engagement & Outreach

All members of the BSiH Lab are expected to:

- Participate in and organize **at least four engagement activities per year** (seminars, workshops, training sessions, guest lectures).
- Contribute to the **European Researchers' Night** annually which is organized by the Research and Innovation Foundation
- Engage in **at least two social events per year** (e.g., Summer Outing, Christmas Dinner etc.)
- Participate in the **CUT Department of Nursing activities** (seminars, invited lectures, research/training collaborations).
- Collaborate with other CUT research groups where relevant.

6. Research Integrity & Publication Rules

6.1 Research Integrity

All members of the BSiH Lab are committed to:

- Adhere to national, institutional, and international research ethics.
- Maintain accurate records and protect participant data.

6.2 Publication Rules (based on ICMJE standards)

- Authorship is based on substantial intellectual contribution, including conception/design, data acquisition, analysis, or drafting/revision.
- Authorship must be agreed **early** and confirmed before submission.
- All contributors must approve the final manuscript.
- Findings belong jointly to the University and contributing researchers.
- See **Appendix A: Publication & Collaboration Agreement** for PhD students and early-career researchers.

7. Internship Scheme

- Interns are integrated into research teams, assigned mentors, and expected to contribute meaningfully to lab projects.
- Internship duration, deliverables, and supervision are set out in **Appendix B: Internship Agreement**.

8. Equipment Use & Loan

- Equipment must be used for research purposes only.
- Borrowing must be documented in **Appendix C: Equipment Borrowing Agreement**.
- Equipment must be returned in good condition or replaced if lost/damaged.

9. Conflict Resolution

- Conflicts should be addressed directly and respectfully.
- Unresolved matters are escalated to the Lab Director.

10. Review & Updates

- This ToR is reviewed annually with member input.

- Updates are documented and circulated to all members. Feedback from lab members is incorporated at regular lab meetings.

11. Communication & Outreach

11.1 Website

- Official website: www.bsihlab.com showcases lab news, members, publications, and opportunities.
- Information about research internships, student supervision, ongoing projects, and publications.

11.2 Social Media

- Facebook: Updates on lab activities, seminars, calls for interns, research highlights.
- LinkedIn: Professional updates, member achievements, collaboration opportunities, knowledge dissemination.

11.3 Contact Details

- Web: www.bsihlab.com
- Email: info@bsihlab.com
- Phone: +357 25002252
- Social:
 - Facebook: [Behavioural Science in Health (BSiH) Lab]
 - LinkedIn: [Behavioural Science in Health - BSiH]

For further details, lab updates, or inquiries, please visit our website or connect on social media.
www.bsihlab.com

This Terms of Reference aligns BSiH Lab with international standards for research lab governance and activities, ensuring a transparent, collaborative, and impactful environment for research, education, and public engagement. Updated August 2025.

Appendices

Appendix A – Publication & Collaboration Agreement (PhD / Early Career Researchers)

This agreement outlines mutual expectations regarding research dissemination between the student/researcher and the BSiH Lab.

The student/researcher commits to:

- Seek to publish thesis/project results in at least one peer-reviewed journal agreed with the Lab Director.
- Submit manuscripts within two years of thesis/project completion; otherwise, the Lab Director may lead publication, crediting the original researcher as an author.

Both parties agree to:

- Identify authorship contributions early.
- Publish in reputable scientific journals.
- Acknowledge the BSiH Lab and CUT in all publications.

Signed: _____ (Researcher)
Date: _____

Signed: _____ (Lab Director)
Date: _____

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Appendix B – Internship Agreement

This agreement outlines responsibilities during internships in the BSiH Lab.

The intern commits to:

- Follow lab procedures and ethical standards.
- Complete agreed deliverables on time.
- Maintain regular contact with the assigned mentor.

The Lab commits to:

- Provide supervision and mentorship.
- Offer access to resources and training.
- Integrate the intern into relevant projects.

Signed: _____ (Intern)

Date: _____

Signed: _____ (Lab Director)

Date: _____

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Appendix C – Equipment Borrowing Agreement

I, _____, confirm that I have borrowed the following equipment:
_____.

I declare that:

- I will return the equipment when no longer needed.
- I will return it in the same condition.
- I will replace it if lost or damaged.

Signed: _____ (Borrower)
Date: _____

Signed: _____ (For the Lab)
Date: _____