

SUBJECT: POLICY ON ETHICS IN RESEARCH WITH HUMANS

Background:

Point of Contact: Provost

Other LCSC Offices directly involved with Implementation of this policy, or significantly affected by the policy:

Date of Approval by LCSC Authority:

Date of State Board Approval:

Date of Most Recent Review:

Summary of Major changes incorporated in this revision to the policy:

1. Policy

- A. It is the policy of LCSC to actively protect the welfare and rights of subjects in research conducted under the auspices of the college, whether the research is conducted by a student, faculty member, staff member, or outside entity. It is further the policy of the college to support the ethical guidelines for conduct of research of the federal government and of respective disciplines represented in our college through the implementation of a collegial review procedure for all research associated with the College. The review shall be conducted by volunteer faculty members of the Institutional Review Board for Research with Humans (IRB) appointed by the Provost.
- B. Functions of the IRB are limited to: (a) certifying that ethical principles are adhered to, and (b) recommending that modifications be made to uncertified research. All review proceedings between researchers and members of the Board will be confidential. The Board's review will be based on the American Psychological Association (APA) Ethical Guidelines for Research with Human Subjects.

2. Procedure

- A. Copy the application form attached to this policy.
- B. Complete the LCSC Application for Ethical Approval for Research with Humans.

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- C. Return the application with the original and three (3) copies of the signed application form to the Associate Vice President of Academic Affairs' office.
- D. Your application will be reviewed by all three members of the Board for Ethical Review of Research with Humans. A majority vote of the Board is required for approval. (A Board member may solicit input from a faculty member in the specific field of research, if that appears justified.) The members' reviews and comments will be returned directly to the Associate Vice President for Academic Affairs' office. This office will send a letter to the applicant notifying her/him of the Board's approval or disapproval. Review is expected to be completed within five (5) working days.
- E. Applicants (and their advisor, if appropriate) will receive a copy of the Application for Ethical Approval for Research with Humans and copies of the signed reviewer forms, Review of Application for Ethical Approval for Research with Human Subjects.
- F. If the research is not approved, the decision may be appealed in a meeting with the entire IRB and a decision will be made by majority vote at that meeting.
- G. A copy of the Application for Ethical Approval for Research with Humans form and signed copies of the Review of Application for Ethical Approval form will be retained in the office of the Associate Vice President for Academic Affairs.