

3357:13-12-10 Institutional Review Board (IRB) Policy

- (A) North Central State College established the Institutional Review Board (IRB) to review all proposed research involving human subjects to ensure that individuals' rights and welfare are protected and all individuals are treated ethically. The IRB is authorized to review, approve, require modifications in, or disapprove research activities conducted by or through the College using human subjects and to annually monitor compliance for research projects extending across academic years. In addition, the IRB is to maintain currency with regard to federal requirements for the protection of human subjects, establish and modify review procedures and forms, and propose appropriate modifications and revisions of the North Central State College Administrative Procedures.
- (B) The role of the Institutional Review Board does not include evaluating the soundness of the proposed research study, the merits of the research design, the potential contribution of the research to the scholarly literature, nor the impact of the research on college resources or reputation. Rather, the IRB is charged with evaluating each project's compliance with ethical standards in regard to issues such as informed consent, confidentiality, and any risk to the participants. The disposition of the Institutional Review Board is at the discretion of the College President. The IRB, at its discretion, may solicit input from any person, internal or external to the College that it deems necessary in making a prudent and appropriate decision.
- (C) The IRB is represented by a range of scientific disciplines within and without the college as needed for review, as well as at times, input from outside the academic community. The IRB tries to evaluate applications 14-28 days after receipt. IRB membership includes: (a) faculty members from disciplines in which research involving human subjects is integral to that discipline's work, (b) administrators who generally have responsibilities to the research projects, (c) institutional researchers, and (d) at least one member from outside North Central State College. The human subjects review process is administered through the Office of Academic Services, under the leadership of the Chief Academic Officer. Faculty members can be recruited and recommended through the Faculty Caucus. The CAO assists in recruitment of IRB members who serve a four-year term. IRB records including applications, IRB membership lists, research reports, etc. are maintained on the shared drive under the Academic Services folder for a period of three years.
- (D) Procedures and all applicable forms for making application to the North Central State College Institutional Review Board are outlined in IRB Procedure 12-101.

Effective: February 17, 2011

Expires: October 1, 2022

Review Dates: 2/17/11, 10/24/17