

GUIDELINES FOR CLASSROOM-BASED PROTOCOLS UTILIZING HUMAN SUBJECTS

The Institutional Review Board (IRB) for the Protection of Human Subjects recognizes that many student research projects conducted to fulfill course requirements involve human subjects. Such research occasionally entails certain risks to the subjects involved. As students vary in expertise regarding research procedures designed to protect the rights of human subjects, the IRB has developed the following guidelines regarding classroom-based research projects. These guidelines are intended to provide clarification and simplify the process for obtaining IRB approval for classroom-based research projects.

For classroom-based projects for which the subjects are **not**

- identifiable by name or description (i.e. data are completely anonymous); or
- drawn from vulnerable populations;

and the subject matter is not **sensitive** as noted below, faculty and instructors should submit the *Certification Form for Classroom-Based Protocols* to the IRB prior to the beginning of classes in order to obtain approval for classroom-based research protocols using human subjects.

Please note that all subjects must provide informed consent when participating in any protocol submitted under this Guideline. In order to protect subject anonymity, the IRB recommends use of passive informed consent procedures when developing protocols for use under this Guideline. Passive informed consent is defined as informing the prospective subject about the research to be performed but not requiring the subject to sign and return a consent form. This information can be provided to the subject verbally or in a descriptive information sheet. In addition, the prospective subject should be offered the opportunity to decline participation. Subjects should **not** be required to sign an informed consent form in order to protect their anonymity. See the guidelines for informed consent for additional information.

WHEN IS THE REGULAR IRB APPLICATION REQUIRED?

Student researchers who want to investigate opinions, behaviors, and/or experiences of human subjects in sensitive topic areas must submit a regular IRB application. Sensitive topics include:

- a. sexual orientation
- b. AIDS or HIV
- c. incest, rape or date rape, sexual molestation
- d. substance use and/or abuse
- e. eating disorders or behaviors
- f. contraception, pregnancy or abortion
- g. questions dealing with subjects' mental health
- h. religious orientation and /or views

- i. veteran or wartime experiences
- j. illegal activities

Finally, student researchers must file a regular IRB application for any protocol that systematically targets human subjects from a potentially vulnerable or sensitive group and asks questions regarding their opinion, behavior or experiences. Vulnerable or sensitive groups include:

- a. children
- b. persons who abuse illegal substances
- c. cognitively impaired persons
- d. prisoners/arrestees
- e. traumatized or comatose patients
- f. persons seeking emergency treatment
- g. institutionalized persons
- h. persons geographically located outside the U.S.
- i. terminally ill persons

**STATE UNIVERSITY OF NEW YORK, CANTON COLLEGE OF
TECHNOLOGY INSTITUTIONAL REVIEW BOARD
CERTIFICATION FOR CLASSROOM-BASED PROTOCOLS**

Please TYPE all information – handwritten forms will not be accepted. Print and mail or fax (x 7961) with original signatures. Keep a copy for your files.

I have read the Guidelines For Classroom-Based Protocols Utilizing Human Subjects as well as the Guidelines and Procedures for Human Subjects Research at SUNY Canton . The policies regarding the utilization of human subjects in research will be reviewed with all students involved in this course prior to the beginning of all classroom-based projects. I will exercise proper instructor supervision to ensure student compliance with University policies for the protection of human subjects. I understand that this Classroom-Based Protocol Certification is only for classroom-based protocols that guarantee subject anonymity, do not sample vulnerable populations and do not attempt to obtain information about sensitive topics as noted in the Guidelines For Classroom-Based Protocols Utilizing Human Subjects. If a student researcher wishes to conduct a protocol that 1) contains sensitive subject matter; 2) samples vulnerable subjects; or 3) if subject responses are not completely anonymous, I will direct the student to fill out the regular IRB application.

Course Instructor:

Department:

Signature: _____ Date: _____

Title of Course:

Course Number:

Section Number:

Semester:

PLEASE ATTACH YOUR SYLLABUS, HIGHLIGHTING THE COURSE ASSIGNMENTS THAT INVOLVE HUMAN SUBJECTS AND A BRIEF DESCRIPTION OF TYPICAL CLASSROOM-BASED PROTOCOL ACTIVITIES.

Forward your application with attachments to the IRB: Sarah Todd | todds@canton.edu at x3975.

IRB Approval _____ Date _____