

Student Course-Related Research

Student course-related research projects that are classified as exempt research may qualify for an alternative process for assurance of human subject protection. This alternative process does not involve a formal application to the IRB and thus, assumes that students will not be presenting the outcomes publicly (“publicly” is defined as outside the institution, such as at a local, regional, or national conference or meeting) or pursuing publication of any outcomes associated with their research projects. To qualify, student projects must meet all of the following criteria:

- The project meets the federal criteria for 'exempt' research.
- The primary purpose of the human subject's data collection is classroom instruction about the research process, not the production of generalizable knowledge that will be shared outside the classroom. **If students anticipate sharing the outcomes of their projects at a conference or similar venue (e.g., SEPCHE Honors Conference or other local, regional or national conference), or if they desire to submit for publication, then these projects must be approved formally by the IRB.** This is a standard of practice for professionals and students should follow the same procedures.
- A faculty member is directly responsible for supervising data collection activities. This faculty member has completed an identified on-line tutorial on Human Subject's Protection, and has submitted a copy of the completed Certification Form (Link to Human Studies Review Certification Form) to the IRB. This certification must be completed every year, if the faculty continues in the role of research supervisor. Similarly, students are required to complete the on-line tutorial and faculty members will keep the students' certificates for the duration of the course.
- The supervising faculty member reviews each student project before initiation of any human subjects' involvement and confirms that adequate safeguards are in place. This faculty member continues to monitor human subject involvement during the project. The faculty member is responsible for assuring that human subjects are fully protected.
- Supervising faculty members should encourage students to pursue projects in which data will be collected from Holy Family University students, faculty, and/or staff (rather than from people outside of the university for whom access to support services is limited) and avoid unnecessarily intrusive questions. **However, students who wish to pursue projects that will use participants outside the university, ask potentially intrusive questions, or involve other procedures that normally would require formal IRB approval will be required to obtain formal IRB approval prior to data collection.**
- The faculty member ensures that each student researcher and/or group of student researchers uses the Informed Consent Template to create his/her/their own informed consent document that will be completed by any human participants.
- The faculty member may utilize as a teaching method the IRB-created video (available beginning Summer 2011) that presents information about research, protection of human

participants, the informed consent process, the data collection procedures designed to protect human participants, and other pertinent information about research with human participants.

- The supervising faculty member informs the IRB of the names of the projects and the student researchers with a confirmation that he/she has reviewed the project and can confirm that the student researchers are adequately protecting human subjects.
- Once the project is completed all individually identifiable data related to the project is destroyed., assuming that the project has remained solely a classroom assignment and will not be presented or published as outlined above.

Student research classified as other than “exempt” is required to follow the protocol for expedited or full review.