

# CLASSROOM PROTOCOLS

## Guidelines

A classroom protocol allows a faculty member to complete a single IRB application for an entire class research project in which all students are completing similar research.

A classroom protocol may be used if the research involving human subjects is meant for classroom instruction and not for publication. Student projects approved under a classroom protocol may be presented within the SIUE campus community. The classroom protocol must meet all exempt review requirements; minimal risk, anonymous, etc.

There are two types of classroom projects that are allowable under a classroom protocol:

1. The entire class uses the same data set to perform their individual or group research project.
2. Each student or student group will have their own dataset but will follow similar procedures as the other students in the class.

*Courses in which students will complete a graduate level thesis or final research project or submit the research for publication may not submit for classroom protocol approval.*

Classroom protocol approval is for a specific course with a specific instructor for a specific semester. Each semester, if the content changes, the instructor must submit a new classroom protocol. If the course content does not change (the only change is the students enrolled), the instructor does not need to submit any additional information to the IRB. However, a classroom protocol is only valid for 3 years. At the end of 3 years, the instructor must complete a new Classroom Protocol. If a teaching assistant is teaching part of the course, the TA must be listed on the IRB application, but not required to submit a new classroom protocol. The TA will be covered under the faculty member's protocol.

The faculty member must have current compliance training as well as each individual student in the class and any TA's. The faculty member is responsible for verifying that each student has completed human subjects training before beginning work on the project. Faculty may contact the IRB Coordinator to verify training certification.

The faculty member will submit, along with the classroom protocol IRB application, all surveys, interview questions, etc. It should be noted in the application if students will be completing the same data set or individual/group sets. If students have not yet developed surveys/questions at the time of application submission, please provide general information or examples of the types of questions students will ask.

The faculty member will submit the research participant notification form and recruitment document (if applicable). A single research participant notification form can be used for all students. If, however, students wish to create their own form, each statement must be approved by the faculty member.

The faculty member will be responsible for the oversight of the student research activities. If surveys and interview questions are not provided for all students, the faculty member must ensure the surveys/questions create no/minimal risk to participants and that the participants are not identifiable. The faculty member will also ensure all research participant notification forms are distributed to participants and student researchers complete human subjects training. It will also be the faculty member's responsibility to report any violations to the IRB.

If a classroom protocol has been approved for a course, students may still elect to complete an individual Exempt IRB Application if they desire the IRB experience or to present their research for publication.

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