



SAN DIEGO COMMUNITY COLLEGE DISTRICT

Board of Trustees Policy

Chapter 3 – GENERAL INSTITUTION

BP 0400 RESEARCH INVOLVING HUMAN SUBJECTS

The Board of Trustees recognizes that the involvement of human subjects (e.g., students and employees) in research is an integral part of the advancement of educational and scientific research. This policy guides the review and approval of requests to involve human subjects from the San Diego Community College District (SDCCD) institutions in such research. While the District will make every effort to accommodate investigatory endeavors, ethical conduct and the safety of its students and employees is the District's central priority.

RESEARCH INVOLVING DISTRICT STUDENTS AND EMPLOYEES

All research by external investigators must be reviewed by the District Institutional Review Board (IRB). External investigators are those who conduct research for the purpose of a report or study requested by an institution or agency other than the San Diego Community College District institutions.

INSTITUTIONAL REVIEW BOARD

1. Each college, Continuing Education and the District will designate one to two Institutional Review Board (IRB) members for the Districtwide IRB whose primary goal is to protect student and employee participants from harm.
 - a. The IRB will comprise faculty, staff, administrators and the Campus-based Researcher from the colleges, Continuing Education and the District.
 - b. The primary responsibility of the IRB is to judge whether there is more than minimal risk of harm to participants in accordance with FERPA, HIPPA and Title 45 Code of Federal Regulations Part 46 (Protection of Human Subjects), or that those risks could be further minimized, and if so the IRB will either negotiate some changes in the research methods or disapprove the research proposal entirely.
 - c. The objective of the IRB is to act as advocates for the safety of its students and employees in accordance with federal, state and local laws and regulations for research involving human subjects.
2. The IRB will be convened by the Director of Institutional Research and Planning on a regular and scheduled basis to review requests to conduct research by external investigators.
3. All requests to conduct research by external investigators will be reviewed in accordance with the procedures outlined in Administrative Procedure *AP 0400.1, Procedures for Research Involving Human Subjects*.

Adopted: July 18, 2013

Supersedes: Policy 0400 – 12/19/85