

SUBJECT: Research Proposals

Research proposals developed and submitted by Midland College faculty or outside individuals or entities are subject to review by the Institutional Review Board (IRB). The IRB will review the proposals for requests to utilize Midland College data and/or students. The deliberations of the IRB will be submitted to the Administrative Council.

When proposals are submitted, they will be evaluated for:

1. meeting legal guidelines
2. following ethical standards
3. accomplishing activities within the scope and constraints of other College priorities
4. being an appropriate activity for the College to support

The functions of the Institutional Review Board are as follows:

1. Establish criteria for reviewing proposals that use College data and/or students for research studies.
2. Review all proposals as they are submitted.
3. Recommend the College's participation in the study as appropriate.
4. Designate a coordinator who will serve as the College's liaison with the researcher.
5. Establish expectations and guidelines for research activities at the College.
6. Establish signed agreements with researchers to ensure that the project will meet legal and ethical requirements.
7. Monitor research projects as they are completed.

The membership of the Institutional Review Board is as follows:

<u>Composition</u>	<u>Term</u>	<u>Appointment by</u>
Director- Institutional Effectiveness	Permanent	
Vice President – Student Services or designee	Two Years	VP Student Services
Instructional Dean	Two Years	VP Instruction
Faculty – Academic Transfer	Two Years	VP Instruction
Faculty – Career and Technical Education	Two Years	VP Instruction