

University Committee Charge

Review the University Committee Policy

<https://itwin.thomasmore.edu/Policy/Home/Policy?policyID=13>

Submit form to the President via Cabinet



THOMAS MORE
UNIVERSITY

University Committee Information	
University Committee Name	Institutional Review Board (IRB)
<input checked="" type="checkbox"/> Standing University Committee <input type="checkbox"/> <i>Ad Hoc</i> University Committee. Indicate completion date:	
Who will oversee the committee? It should be the President, Vice President, Provost, or other Cabinet member.	Provost
Committee Charge	
<p>The Institutional Review Board (IRB) is empowered by federal agencies, including the FDA and DHHS, and bears primary authority to review, approve, monitor, and protect the rights and welfare of human subjects participating in research conducted by the University community.</p> <p>In fulfilling its charge, the IRB:</p> <ol style="list-style-type: none">1. Formulates human research guidelines and policies that meet federal regulations, incorporates the ethical concerns for the entire University community, and reflects the particular needs of University's researchers. These guidelines and policies are to be approved by the President of in consultation with Provost;2. Provides information to researchers as to the appropriate means for protecting the rights and welfare of subjects, securing the effective, free, informed consent of human subjects, and fulfilling federal, local, and the standards of the University regarding human research; and3. Maintains adequate records and confidentiality and prepares a yearly report for the President on the research approved. <p>Membership: The IRB shall have at least five members, including at least one member from outside the University community and at least four faculty members. The IRB members shall have varying backgrounds to promote complete and adequate review of research activities commonly conducted by the institution. The IRB shall be sufficiently qualified through the experience and expertise of its members, and the diversity of the members, including consideration of race, gender and cultural backgrounds, and sensitivity to such issues as community attitudes, to promote respect for its advice and counsel in safeguarding the rights and welfare of human subjects. In addition to possessing the professional competence necessary to review specific research activities, the IRB shall be able to ascertain the acceptability of proposed research in terms of institutional commitments and regulations, applicable law, and standards of professional conduct and practice. The IRB shall therefore include persons knowledgeable in these areas. If the IRB regularly reviews research that involves a vulnerable category of subjects, such as minors, prisoners, pregnant women, or physically or mentally disabled persons, consideration shall be given to the inclusion of one or more individuals who are knowledgeable about and experienced in working with these subjects.</p> <p>Members of the IRB shall not be involved in the initial or continuing review of an activity in which they have a vested interest, except to provide information requested by the IRB. The IRB, at its discretion, may invite individuals with competence beyond, or in addition to, that available on the IRB. Invited participants have no voting rights.</p>	
Committee Composition	
Committee Chair	Tenured faculty member selected by the Provost

Additional Committee Members by position:	One faculty member from each college, one faculty member from each department that carries out research on human subjects, and one unaffiliated member.
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Completed University Committee Charge will remain on file in the President's Office and University Archives. It will also be included as an appendix to the University Committee Policy.

Approved by Acting President, Kathleen Jagger, November 26, 2018