Shepherd University policy on activities involving human participants must fully comply with the regulations of the Federal Office for Human Research Protections (OHRP) and must implement the principles outlined in the Belmont Report: Ethical Principles and Guidelines for the Protection of Human Subjects of Research. In addition, all federally-funded research conducted at this institution which involves human participants must be in compliance with the Code of Federal Regulations (CFR) Title 45, Part 46.

While an Institutional Review Board has operated for a number of years as a subcommittee of the Faculty Senate, federal regulations and guidelines now necessitate amending of the Shepherd University Assembly Constitution to formally adopt an Institutional Review Board (IRB) to coordinate this university-wide mandate as a new committee of the Shepherd University Administrative Council.

Proposed Constitutional Amendment

Insert into Article V: Administrative Council, Section 4 a new item “k.” reading:

k. The Shepherd University Institutional Review Board (IRB) is responsible for implementing regulations of the Office for Human Research Protections (OHRP) and the principles outlined in the Belmont Report: Ethical Principles and Guidelines for the Protection of Human Subjects of Research. In addition, this Board will ensure that all federally-funded research conducted at this institution which involves human participants be in compliance with the Code of Federal Regulations (CFR) Title 45, Part 46. The IRB structure and operation is consistent with the Shepherd University Human Participants (Human Subjects) Policy Statement and with an adopted policy on research with living organisms.

Membership of this Board shall be made up of seven (7) voting members and one (1) non-voting member. Four (4) of the voting members will be elected one each from the Academic Schools while three (3) of the voting members will be appointed by the President. The one (1) non-voting member will be appointed by the Faculty Senate and will report back to the Faculty Senate. At all times the voting membership must include at least one scientist, one lay person, one person otherwise unaffiliated with the University and one individual with expertise in the area of psychology or counseling.

The members of the IRB Committee will elect one of the voting members as Chair. While the committee members elect the Chair, the President must approve the Chair. The Chair will serve for a term of three (3) years. If the Chair resigns, the remaining members will elect a new Chair from the remaining voting members who, following approval by the President, will serve out the remainder of the term.

The Chair of the IRB reports to the Administrative Council and may be appointed to the Council at the discretion of the President.