Purpose: The purpose of the Ethics in Research Committee is to oversee and review all research involving the use of human subjects associated with WWU.

Responsibility: The WWU EIRC was established by and answers to the Vice President for Academic Administration. Its members were appointed by this office as well.

Assumptions and Functions:

1. All research involving the use of human subjects is to be evaluated at some level prior to its being conducted.
2. If the study is likely to result in a public presentation or peer-reviewed publication, it will be reviewed by the EIRC.
3. If not, it should be reviewed by the sponsoring department.
4. If the topic is a sensitive one (such as one regarding sexual activity, use of illicit drugs, heretical theological views, etc.), the proposal should be reviewed by the EIRC and the President’s Cabinet as well.

Process:

1. An application for the use of human subjects in research is available from the Office of Academic Administration and from the chair of the EIRC.
2. Upon receipt of a proposal, the chair of the EIRC will electronically distribute it to the EIRC members.
3. The EIRC members will be given 3-4 weeks to review these materials.
4. Usually the committee members will review the proposal and electronically submit a vote of approval, denial, or request to meet as a group about the study proposal by the end of this period.
5. If any one of the members wishes further discussion of the proposal, a meeting is called by the EIRC chair for further consideration before an official vote is taken.
6. Following and in harmony with a majority vote by the committee, a letter of announcement is sent out to the applicant.
7. The results of each review and copies of the research proposal are kept in a secure electronic location for a period of five years.

Copies of current policies and the application form will be kept by the VPAA and the EIRC chair.