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.
Directions for application to conduct human research at WWU

Walla Walla University actively supports scholarly research. A proposal for study that involves the use of human subjects must be reviewed and approved by the WWU Ethics in Research Committee (EIRC). The following instructions are intended to assist in this process.

1. Is your project being done as part of a WWU research methods class? If YES, your instructor will review the suitability of the research for this university.

2. Is your project being done as part of a laboratory requirement for a formal course? If YES, your instructor will review the suitability of the research for this campus.

3. Is your project designed to result in a thesis, publishable paper or public presentation? If YES, you will need to obtain EIRC review and permission to conduct the research.
   a. Please fill out the attached hard copy application and send it to:
      The WWU Ethics in Research Committee
      C/O Academic Administration
      Walla Walla University
      204 S. College Avenue
      College Place, WA  99324
   b. Or provide an electronic copy to:
      The WWU Ethics in Research Committee at:
      Academic.Administration@wallawalla.edu
   c. To this application, please attach copies of a) the research proposal, b) the survey instrument (where applicable), and c) the informed consent form (where applicable).
   d. Be sure to include answers to the questions included on pages 3 and 4.

4. Faculty, off-campus researchers and students conducting independent research using human subjects will need EIRC review and permission before starting their research. They should review page 7 prior to submission of their proposal.
Application for permission to conduct research using human subjects at
Walla Walla University
(3/18/10 version)

Investigator(s) name: ________________________________ Date: __________________

E-mail address: _______________________________ Phone Number: ________________

Institutional affiliation: ________________________________________________________

Title of study: __________________________________________________________________

Purpose of Study (abstract-200 words or less):

Methods (abstract-200 words or less):

Source of funding (if any): ________________________________

Copy of research proposal (Attached)—Y___ or N___

Survey Instrument (Attached)—Y___ or N___ or Not Applicable___

Informed Consent Form (Attached)—Y___ or N___ or Not Applicable___
Methods of Data Collection and Retention

(Please check each answer as appropriate. Write in other comments below each question)

A. Survey to be administered by: ___ investigator in person ___ mail ___ phone ___ internet ___ not applicable

B. Interview: ___ one-on-one ___ focus group ___ oral history ___ other ___ not applicable

C. Observation of public behavior: ___ in a classroom ___ at public meeting ___ other

D. Permanent record made: ___ audio ___ video ___ computer ___ other

E. Examination of archived data or records: ___ academic ___ medical ___ legal ___ other

F. Data will remain: ___ anonymous ___ confidential ___ intentionally identified

G. Where will data be stored and kept confidential? ___________________________

   Specifically who will have access to the data? ____________________________

H. Date when research materials will be destroyed? ___________________________

Characteristics of Subjects

How many subjects will be needed? __________

How will they be selected and recruited? ________________________

What will be their span in ages? _____________________

(Please check the best answer.)

Y___ N___ Will any of the subjects be minors (18 years or less in age)?

Y___ N___ Will any not be legally competent to give consent?

Y___ N___ Will any ethnic group or gender be excluded?

Y___ N___ Will any not be fluent in use of English language?

Y___ N___ Will any be compensated with benefits?

Y___ N___ Will deception be used as part of the protocol?
Potential Risks and Benefits

Describe any potential risks to the subjects and describe how you will minimize them (e.g. stress, discomfort, embarrassment, invasion of privacy, legal risks, side-effects).

In the event that any of these potential risks occur, how will it be handled? (e.g. compensation, counseling)?

Will this study interfere with any of the subjects’ normal routines? _____
If yes, please explain further.

Describe any expected benefits to the individual subject or others in society.

Use of Data Collected (Check all that apply)

___Thesis data
___Peer-reviewed publication
___Professional presentation
___Class requirement
___Other; please specify _______________________

Categories of sensitive research at WWU (Please check the best answer.)

Y___N___ Will subjects be asked to report their own or others’ sexual experiences, alcohol or drug use while their identities are known to the investigator?

Y___N___ Will the subjects’ data be directly or indirectly identifiable to the investigator?

Y___N___ Are any of the subjects confined to a correctional or detention facility?

Y___N___ Are any of the subjects not mentally competent?

Y___N___ Are any personal records (e.g. academic or medical) used with identifiers without written consent?
Purpose: The purpose of this study is to compare Christian religions on sexual attitudes to see if they differ among affiliations. We are interested in your attitudes regarding sexuality in light of your religion.

Participation Requirements: You will be asked to answer approximately 30 questions about your religious perspectives on sexual attitudes. This questionnaire should take less than 10 minutes. The only requirement is that you be 18 years of age or older.

Research Personnel: The following person is involved in this research project and may be contacted at any time: Author; phone number and/or e-mail.

Potential Risk and Discomfort: Although there is no known risk in this study, some of the information is personally sensitive and also includes questions about sexuality which may be distressing to some people. However, you may withdraw at any time.

Potential Benefit: There are no direct benefits to you for participating in the research. No incentives are offered. The results will have scientific interest that may eventually have benefits for people interested in comparing religious affiliation and sexual attitudes.

Anonymity/Confidentiality: The data collected in this study are confidential. All data are collected and stored in a confidential place and have no names on them whatsoever. As you will see, you are not asked to sign your name on this questionnaire. In addition, the data are available only to the researcher associated with this project.

Right to Withdraw: You have the right to withdraw from this study at any time without penalty. And you can skip over questions if you do not want to answer them.

I would be happy to answer any question that may arise about the study. Please direct your questions or comments to: Author and phone number

I have read the above description of the study comparing Christian religions on sexual attitudes and understand the conditions of my participation. By filling out the questionnaire I agree to participate in this study and confirm that I am 18 or more years of age.
Walla Walla University Ethics in Research Committee (EIRC)
Human Subject Research Flowchart

Will your activity directly or indirectly involve human subjects interaction with, or gathering data about individuals

YES → NO → NO EIRC review required.

Is this activity a systematic investigation, including research development, testing and evaluation, designed to contribute to generalizable knowledge?

YES → Activity is not research*, however, EIRC review may be required.
Does the activity intentionally include one or more of the following populations:

1) Subjects under 18 years of age
2) Prisoners
3) Substance abusers
4) Crime victims
5) HIV/AIDS patients
6) Institutionalized individuals
7) Terminally ill
8) Decisionally impaired
9) Subjects with comprehension difficulties--oral or written (e.g., language)
10) Students or employees under supervisory or evaluative authority of the researcher

YES → EIRC review and approval is required before starting the research*. Submit WWU Application for use of Human Subject.

NO → No EIRC review required.

*Research includes all theses, dissertations, publication, and/or presentations.

This flowchart is a guide to assist researchers in determining if their activities should be reviewed by the WWU EIRC.