

Research and Ethics Review Committee

Charge:

The Research and Ethics Review Committee is an operational group that reports to the Institutional Effectiveness Council and makes the final decision on whether external research project requests that include Cuyamaca College students and/or employees are approved to proceed. The Committee meets monthly and asynchronously as needed to review and act upon external research requests. The Committee summarizes and reports reviews/decisions for President's Cabinet on a monthly basis.

External research requests are defined as those that:

- Are initiated by an internal or external requestor who is conducting research as part of an undergraduate or graduate program at another college or university, such as a thesis or dissertation project
- Are conducted by a research lab at Cuyamaca College and involve Cuyamaca College students and/or employees
- Will be published and/or presented at a conference
- Are not part of the College's ongoing internal research and project/program evaluation program/functions
- Are part of external organization's research agenda and include Cuyamaca College students and/or employees

The Committee reviews external research project requests that involve Cuyamaca College students and/or employees to ensure:

- risks have been considered and minimized;
- the potential for benefit has been identified and maximized;
- all human participants only volunteer to participate in research after being provided with legally effective informed consent;
- any research is conducted in an ethical manner and in compliance with established standards;
- all research participants are treated ethically;
- research participants' private information will be handled confidentially;
- each research study complies with ethical standards;
- approved research studies align with the College's Mission Statement;
- be an active resource to the campus regarding research ethics;
- guide the research ethics progress and process for the College; and
- develop timelines and recommend policies and procedures for conducting human research projects at the College.

Composition

- 1 Sr. Dean of Institutional Effectiveness, Success, and Equity (Chair)
- 1 Institutional Effectiveness Council Faculty Co-Chair or Designee
- 1 Faculty Member (Social/Behavioral Sciences or Human Subjects Protection Content Expert)
- 1 Community Member (with extensive research experience)

Resource/Non-Voting

- 1 Student
- 1 Classified Representative (Not from IESE Office)

Meeting Schedule:

Synchronously and asynchronously as needed

Approved by ___ on ____