Policy *345* Version *1*  *02/24/2015*

**Policy Change Cover Sheet**

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| **This form must be attached to each policy presented. All areas in red, including the header, must be completed; if not, it will be sent back to you for completion.** |
|  | *I****f the changes you are requesting include housekeeping, please submit those changes to*** ***ndsu.policy.manual@ndsu.edu*** ***first so that a clean policy can be presented to the committees.*** |
| **SECTION**:  | Section 345: Research Involving Human Participants |
| 1. **Effect of policy addition or change (explain the important changes in the policy or effect of this policy). Briefly describe the changes that are being made to the policy and the reasoning behind the requested change(s).**
 |
| * Is this a federal or state mandate? [ ]  Yes [x]  No
* Describe change: Housekeeping - Updating the policy to state the correct name of the Office of the Vice President for Research and Creative Activity
 |
| 1. **This policy change was originated by (individual, office or committee/organization):**
 |
| * The Office of the Vice President for Research and Creative Activity, February 18, 2015
* Sheri Anderson: sheri.anderson@ndsu.edu; Cassie Johnson: cassandra.j.johnson@ndsu.edu
 |
| ***This portion will be completed by Mary Asheim.***Note: Items routed as information by SCC will have date that policy was routed listed below. |
| 1. **This policy has been reviewed/passed by the following (include dates of official action):**
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| **Senate Coordinating Committee:** |  |
| **Faculty Senate:** |  |
| **Staff Senate:** |  |
| **Student Government:** |  |
| **President’s Cabinet:** |  |

The formatting of this policy will be updated on the website once the **content** has final approval. Please do not make formatting changes on this copy. If you have suggestions on formatting, please route them to ndsu.policy.manual@ndsu.edu. All suggestions will be considered, however due to policy format guidelines, they may not be possible. Thank you for your understanding!

**North Dakota State University
Policy Manual
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**SECTION 345
RESEARCH INVOLVING HUMAN PARTICIPANTS**

SOURCE: NDSU President

North Dakota State University has provided a formal guarantee to the Office of Human Research Protections, in the Department of Health and Human Services (DHHS), that it will follow procedures which will assure the protection of all human participants involved in NDSU research projects. This guarantee applies to all such research conducted by faculty, students, staff, or other representatives of the University, whether or not the research is sponsored by agencies of the U.S. Government.

In order to comply with this assurance, the University has established an organization competent to review research projects that involve human participants. In compliance with federal provisions (Protection of Human Subjects (45 CFR 46, 21 CFR 50)), the Institutional Review Board (IRB) has been designated to review these projects by the Office of the Vice President for Research and Creative Activity.

The function of the IRB is to assist investigators in the protection of the rights and welfare of human participants. Investigators will not bear the sole responsibility for determining the standards for ethical conduct of research involving human participants. It is necessary for others, who are independent of this research, to share this responsibility. The University's guidelines for human subject research were approved by the Faculty Senate on October 13, 1986. They have been incorporated into a document called, NORTH DAKOTA STATE UNIVERSITY GUIDELINES FOR THE PROTECTION OF HUMAN PARTICIPANTS IN RESEARCH. Copies of this document are available from the IRB Office, or NDSU [IRB web page](http://www.ndsu.edu/irb/).

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HISTORY:
New December 18, 1974

Amended April 1992

Amended July 2006

Housekeeping February 14, 2011

Housekeeping May 23, 2011