

Acknowledgement of Course-Based Research

Research involving human participants and conducted under the auspices of St. Lawrence College requires St. Lawrence College Research Ethics Board (SLC-REB) review and approval. However, the SLC-REB Chair can delegate the authority to professors to review and approve student course-based research conducted for pedagogical or student assessment purposes if the student course-based research activity satisfies certain criteria. The main criteria are: the research involves no more than minimal risk; and student work produced from the research activity is intended only for dissemination within SLC. For more information regarding course-based research, see the Instructor’s Guidelines: Student Course-Based Research Projects.

This form, when completed, acknowledges either (1) a planned, whole-class assignment where all students are performing a similar research project involving human participants or (2) an individual project (e.g., Capstone Project) where an instructor and student(s) mutually agree the research is an interesting and appropriate response to a course assignment. This acknowledgement meets applicable TCPS2 guidelines for minimal risk research and certifies key conditions are met as outlined in the description of the assignment below, including covering research ethics instruction in class.

***Please note: If your plans for disseminating student’s course-based research work changes, you may need to re-apply. Please contact the RSO or SLC-REB Chair for more information.**

Course Information

1. Instructor’s Name:

2. Email:

Phone:

3. Associate Dean/Dean:

4. College Program Name:

Program Number:

5. Course Name:

Course Number:

6. Period Covered from: _____ to _____

Estimated Assignment Completion

7. Assignment Purpose (List all that apply):

Student training

Student assessment

Class presentation

Student Report

Other (explain):

Project Information

8. Title of Assignment:

9. Will all of the students in your course be conducting course-based research projects?

YES

NO

a) If NO, is this application for an individual student's course-based research project (e.g., Capstone Project)? [***The course instructor is responsible for ensuring the student's proposed research meets the criteria for student course-based research***].

YES

NO

b) If YES, provide the name of student(s):

10. Have you previously submitted an ACBR Form for this classes' course-based research project?

YES

NO

If NO, please explain what changes you wish to implement.

Description of Assignment

11. Basic Goal [*What is the project to achieve?*]

12. Brief Outline of assigned research process [*What do student projects involve? Will students be collecting data from participants? What kind of data: *quantitative or qualitative*? Will students be involved in conducting surveys, questionnaires, etc.? Please explain.*]

13. Human Participants [*Describe the likely participants? Can any of them be considered to be in a vulnerable situation? For example, a person or group might be in a vulnerable situation or circumstance due to historical injustices, age, physical or mental challenges, or power relationships (e.g., student/teacher, practitioner/client, employer/employee).*]

14. Minimal Risk [*Is the planned activity outside of participants' everyday experiences? For example, are you asking questions of a personal or sensitive nature? Are participants being asked to do anything that might cause them harm? Are you collecting identifiable information?*]

15. Informed Consent [*Are data anonymous? How will participants be informed of their rights?*]

16. Confidentiality [*How is participant confidentiality assured? How are identifiable or sensitive data safeguarded from breaches and who maintains custody? What will happen to data at the end of the required retention period?*]

17. Research Ethics [*How is ethical research and ethical research practices conveyed to your students? For example, by way of: 1) presentation by the Research Services Officer; 2) course topic; 3) assignment requirement; 4) briefing for individual student researchers; 5) all of the above.*]

18. Dissemination: Do you plan to disseminate student research projects outside of St. Lawrence College (e.g., sharing results with a business, poster presentations, journal publication). If yes, please provide details on where and how you will disseminate students' course-based research work. Please note that dissemination of student course-based research results outside of St. Lawrence College may require SLC-REB review."

YES

NO

If YES, please explain:

Any additional comments about the project that might help reviewers understand your educational objectives for assigning the project:

Securing Acknowledgment

By signing below, all signees have agreed that:

Research involving human participants is a required component of the course.

Students receive training in the ethical conduct in research involving humans as part of the course assignment.

Proposed student activities involve no more than minimal risk to participants.

Informed consent will be obtained.

Data collection will be anonymous.

Data will be confidential.

Results will not be reported outside of SLC.

Student Name:

**Student name is not required for
whole-class assignment.**

Date:

REQUIRED SIGNATURES:

Course Professor Digital Signature:

Associate/Campus Dean Digital Signature:

File number assigned by SLC Research Services Officer for reporting to REB: #ACBR-

Copy to: SLC Research Services Office
Associate Dean