IRB NEWSLETTER

September 2024

UMBC

In This Issue...

What Training Do I Need?
Complete the correct CITI Training the first time!

Is My Research SoTL?
Human subjects SoTL research protocols use a different submission & approval process.

Faculty Tips
Stay in shape for post-approval monitoring (PAM).

Grad Student Tips
Safe research, policy compliance, & maintaining graduation timelines.

Undergrad Tips
Take these steps before you submit a protocol!

Contact Us

IRB@UMBC.EDU

ENG 328 (Mondays & Wednesdays)

HTTPS://RESEARCH.UMBC.EDU/INSTITUTIONAL-REVIEW-BOARD-HUMAN-SUBJECTS/

Upcoming Full Institutional Review Board Meetings

Kuali Proposal Due Date	Meeting Date 10am-12pm
September 6, 2024	October 7, 2024
November 1, 2024	December 2, 2024
January 3, 2025	February 3, 2025

CITI Training

Whether you're faculty, staff, or a student planning to conduct human subjects research, the 10-module **Social/Behavioral Research Course** will provide the comprehensive education needed prior to IRB protocol approval. Click here for more info.

SoTL Research

The Scholarship of Teaching & Learning (SoTL) is a specialized subset of educational research conducted across disciplines. Faculty and Grad students: if your human subjects research is SoTL, please submit your IRB protocol using the UMD Systemwide application linked here, instead of UMBC's Kuali process.

Tips for Human Subjects Researchers

- **Faculty**: IRB administrative staff have recently revamped our post-approval monitoring (PAM) process for expedited and full board review research. Please reference this checklist to prepare for possible, future, PAM of your human subjects research.

- **Grad Students**: If your Master's Thesis or Dissertation is dependent on human subjects research projects, please plan early for IRB protocol submissions and amendments. Research with humans may not begin until the IRB protocol is approved; implementing changes to the original protocol cannot happen until the amendment is approved. As an R1 institution, the IRB staff and Board require sufficient time to review and approve a high volume of protocols in compliance with federal regulations and policies.

- **Grad & Undergrad Students**: Before you submit an IRB protocol...
  - Complete CITI's (Human Subjects) Social/Behavior Research Course
  - Determine Exempt or Expedited Category status with your Faculty Advisor
  - Include your Faculty Advisor as research personnel, and attach a completed faculty advisor certification form to your IRB proposal
  - Attach documents of everything you plan to say or show to your prospective participants (i.e., recruitment wording/flyer, survey/interview questions, adult consent form, minor assent form, parent permission form, etc.)