

Faculty Assurance Form for Classroom Projects

Research projects are considered classroom research if they involve human participants but fail to meet the federal definition of research. Specifically, these classroom projects **are not** “designed to develop or contribute to generalizable knowledge” [45 CFR 46.102(d)]. For example, Quality Improvement Projects and Action Research may not fall under the federal definition of research if they do not implement interventions as a *general* evaluation of that intervention’s effectiveness. If the goal of the project is to implement an established intervention at a specific location *without the intent to make more general claims about that program’s effectiveness*, it does not fall under the federal definition of research under the revised common rule (see [OHRP guidelines on QIPs](#), or [an example OHRP response to a QIP project](#)).

This type of research requires the instructor to approve the projects and submit a Faculty Assurance Form to the IRB. This form serves as the IRB proposal for all projects in the class and the projects are exempt from Board review. If projects meet the federal definition of research, the student should submit a separate IRB proposal. **Note that if a project is submitted to the IRB for review, it is no longer eligible to be classified as a classroom project and will be bound by the IRB’s decision.**

Instructors should complete this assurance form and submit to the IRB committee chair. This procedure allows instructors to take responsibility for ensuring appropriate design and ethical conduct of class projects involving human participants. Instructors are reminded that such projects must be consistent with University policies, ethical standards, and the welfare of human participants. An assurance form (found on page 2) should be submitted each year for a course. *Please provide in addendum a list of the classroom projects to be approved including title and student name.*

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Assurances

1. As the faculty member supervising this course, I am familiar with Eastern Mennonite University's policies explained in the IRB policy guide at <http://www.emu.edu/irb/irb-policy-guide> as well as the guidelines for the ethical treatment of human subjects associated with my field of inquiry and will ensure that my students adhere to them.
2. I assume responsibility for ensuring that course-related research projects involving any of the above categories are properly submitted to the IRB for review.
3. I acknowledge that failure to meet these responsibilities may be considered misconduct of scholarship.
4. I have provided in addendum a list of titles and student name for classroom projects I approved.

Instructor's Signature:_____ Date:_____

Print Name:_____

Department Chair Signature:_____ Date:_____

Course Title and Number:_____

Academic Year:_____

Department:_____

Please submit this form, the list of classroom projects, and a copy of the course syllabus to the IRB chair (irb@emu.edu).