

## What is meant by “Research”?

*The following types of research require the approval of the REB:*

- All research involving human participants conducted under the auspices of the College by the College’s academic staff, administrative and support staff, or students, persons with adjunct appointments, visiting instructors, visiting professional associates, and research associates.
- All research conducted internally or externally by faculty and staff, including any research in which the faculty or staff member uses college resources or claims any affiliation with the College.
- Internal research conducted by external groups or agencies including marketing surveys or any research commissioned by the College.
- Institutional Research conducted by Research Services.
- In-house research being conducted by any department or individual.
- Any internal or external research done in collaboration with Red Deer College.
- All independent undergraduate student research projects conducted as part of course requirements.
- Class activities where students are required to collect information from human participants who are not members of the class.
- Research involving human remains, cadavers, tissues, biological fluids, embryos or fetuses.

## Research Excluded from REB Review

*The following do not normally require REB approval:*

- Quality assurance studies and performance reviews that involve minimal risk to participants, or testing within normal educational requirements.
- Research about a living individual involved in the public arena, or about an artist, based exclusively on publicly available information, documents, records, works, performances, archival materials or publicly available third-party interviews. Such research only requires ethics review if the participant is approached directly for interviews or for access to private papers, and then only to ensure that such approaches are conducted according to professional protocols and to Article 5.7 of this Policy.
- When information dissemination does not take place outside the classroom, class activities which involve human participants and which are conducted by students on other members of the class as exercises in learning.



### *Uncertainty About the Need for REB Review*

- *For research/scholarly work where the researcher is uncertain whether REB review is required, it is the responsibility of the researcher to obtain the written opinion of the Chair of the REB as to whether the research should be subjected to prior ethics review and approval.*

### How can I Find out More?

[www.rdc.ab.ca/ethics](http://www.rdc.ab.ca/ethics)

Contact: Tony Skorjanc  
Research Services Director  
343-4066  
[tony.skorjanc@rdc.ab.ca](mailto:tony.skorjanc@rdc.ab.ca)

# Is Your Project/Survey Ethical?



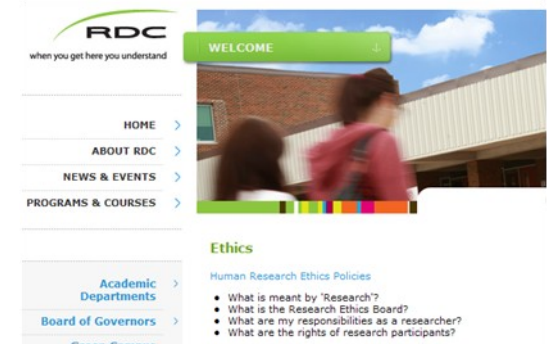
*The Research Ethics Board (REB) will*

*help you conduct research in an ethical way that protects both you and the participants*

[www.rdc.ab.ca/ethics](http://www.rdc.ab.ca/ethics)

**At the website you will find:**

- *Application Form*
- *Human Research Ethics Policy*
- *Approval Process Steps*
- *Sample Research Assignment*

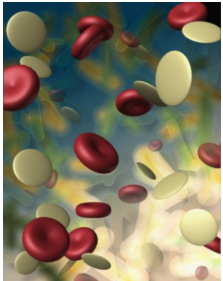


## What is the Research Ethics Board?

Research involving students or faculty/staff at Red Deer College must adhere to generally accepted ethical principles, as outlined in the Human Research Ethics Policy.

The REB has been formed, at the mandate of the president, to

- *Help protect* participants and researchers involved in any type of research against any form of psychological or physical abuse.
- *Advise researchers* on the construction of survey instruments, or the design of experiments, to



ensure adherence to ethical principles.

All Red Deer College research involving human participants must obtain ethical clearance prior to its commencement.

The REB also can advise you about beginning the process for ethical clearance for projects requiring the use of animals.

The REB aims to serve by assisting the individual researcher to identify and solve ethical problems, not by acting as a censor or imposing limits on academic freedom.

## How Do I Go About Getting Ethical Approval?

- First, go to the REB website at [www.rdc.ab.ca/ethics](http://www.rdc.ab.ca/ethics) and read the policy guidelines.
- Then download and fill out a copy of the approval form. (Copies also can be obtained from the committee chairperson.)
- Submit one copy of the completed approval form, along with one copy of the survey instrument to the committee chairperson.
- A step-by-step process for obtaining ethical approval can be found at the website.

*Please allow ten working days for processing*

## What are my Responsibilities as a Researcher?

- You must carry out your research in an ethical manner, as outlined in the Human Research Ethics Policy.
- You must protect fully the welfare and dignity of participants, as outlined below.
- You are expected to obtain ethical approval for all research done by or involving college faculty/staff or students.

## What are the Rights of Research Participants?

### • **Informed Consent** –

Participants understand that their participation is voluntary, they agree to any specific disclosure that may be required, and they are fully aware of, and consent to, any risks that may be involved. Moreover, participants should know that their continued participation is voluntary.



### • **Confidentiality/Anonymity** –

The identity of participants is known only to the researchers and, in reporting, participants are not identifiable. Exceptions may be made if participants consent.

### • **Benefits of Research Outweigh Risk**

