

**University of Wisconsin-La Crosse
Institutional Review Board for the Protection of Human Subjects**

**Operating Guidelines and Organizational Policies
(Approved by IRB on 4/22/2011)**

I. PURPOSE OF THE BOARD

- A. The UW-La Crosse Institutional Review Board for the Protection of Human Subjects (IRB) is responsible for protecting the rights and welfare of human subjects participating in research projects. The Board exercises its review and approval functions to ensure the safe, fair, and ethical treatment of persons serving as research subjects and to ensure that the University and its researchers adhere to appropriate standards of conduct in their pursuit of knowledge and understanding.

II. STATUTORY AUTHORITY OF THE BOARD

- A. Title 45 of the *Code of Federal Regulations*, Part 46 (45 CFR 46) implements amendments to the Public Health Service Act (Public Law 99-158), effective 19 August 1991, that require all institutions engaged in research involving human subjects to establish an IRB.
- B. The Chancellor, as the chief executive officer of the University, is responsible for ensuring that the UW-La Crosse IRB operates in accordance with all applicable laws. The Chancellor has designated the Provost/Vice Chancellor to monitor the operation of the IRB and to appoint its membership.

III. REVIEW POLICIES AND PROCEDURES

- A. The Board shall establish policies and procedures for the review of research projects involving human subjects and shall disseminate these broadly and regularly to all appropriate faculty, staff, and students at the University. The Board shall issue (and update as needed) a concise brochure that provides *An Overview of Policies and Procedures* and a substantive booklet, *A Researcher's Guide for Submission of Protocols to the IRB*, that includes required review procedures and forms. These documents will be available both in print and electronic formats through the UW-L Office of Research and Sponsored Programs (ORSP).

IV. MEMBERSHIP OF THE BOARD

- A. Federal law requires that each IRB shall have at least five (5) members who possess sufficient expertise, experience, and breadth of knowledge to provide complete and adequate review of research activities commonly conducted at the institution. The IRB membership must have professional competence necessary to review specific research activities, as well as knowledge of institutional regulations and commitments, applicable law, and standards of professional conduct and practice.

