

Millersville University of Pennsylvania
Institutional Review Board for the Protection of Human Subjects

Human Subjects Review Protocol

NOTE: Download and save this form to your desktop before adding information.

1. Principal Investigator:

Name:

_____ Department: _____

Office Phone: _____ E-Mail Address: _____

Address: _____

Position: _____

If student researcher: Are you a ___ graduate or ___ undergraduate student; expected date of graduation _____

Reviewed by: (if student) ___ Department Committee ___ Faculty Advisor Date _____

2. Co-investigator (or thesis committee chair, advisor; use of a second sheet for any additional names):

Name: _____ Department: _____

Office Phone: _____ E-Mail Address: _____

Address: _____

Position: _____

3. Project Title:

Dates during which project will be conducted (MM/DD/YYYY):

To:

4. A. Project Funding Source: Check as many as apply:

_____ Extramural Grant: Agency name: _____

_____ MU Grant

_____ Non-funded

_____ Other (describe): _____

B. If grant funded, application deadline or date of transmittal _____

Please submit one copy of grant proposal as soon as it is available.

5. Protected Populations and Sensitive Subjects: If any Human Subjects from the following list would be involved in the proposed activity, place an X next to the category.

- | | | |
|---------------------------------------|--|--|
| <input type="checkbox"/> Minors | <input type="checkbox"/> Pregnant Women | <input type="checkbox"/> Test subjects for new |
| <input type="checkbox"/> Fetuses | <input type="checkbox"/> Illegal behavior | drugs or clinical |
| <input type="checkbox"/> Abortuses | <input type="checkbox"/> Mentally disabled | devices |
| <input type="checkbox"/> Incarcerated | <input type="checkbox"/> Educationally or economically disadvantaged persons | |

6. Nature of Risk. In your judgment, does your research involve more than minimal risk? “Minimal risk” means that the risk of harm anticipated in the proposed research is not more likely than those risks encountered in daily life, or during routine physical or psychological examinations/tests.

Yes No

7. Additions to or changes in procedures involving human subjects as well as any problems connected with the use of human subjects once the project has begun must be brought to the attention of the IRB.

By typing my name below, I agree to provide whatever surveillance is necessary to ensure that the rights and welfare of the human subjects are properly protected. I understand that I cannot initiate any research with human subjects before I have received approval/or complied with all contingencies made in connection with the approval. I understand that as the principal investigator I am ultimately responsible for the welfare and protection of human subjects and will carry out the project as approved.

I have completed CITI Training.

I have NOT COMPLETED CITI Training. As of January 1, 2015, this is a mandatory requirement. If you have not completed training, please go to www.citiprogram.org, login with your Millersville username and password, and complete the on-line program.

Name of Principal Investigator/Program Director

Date

8. Approval by Faculty Sponsor (required for **all** students): By typing my name below, I affirm the completeness and accuracy of this application, and I accept the responsibility for the conduct of this research and supervision of human subjects as required by law.

Faculty Sponsor Name

Date

The following pages include directions for completing your IRB protocol. Please include information addressing each of the points below, including informed consent. Once you have completed the protocol, please using the buttons at the bottom of this form submit your document. If you need assistance, please contact [Rene Munoz](#) by email or by phone at ext. 4457.

A. Project Purpose and Background

Purpose of the study – Please state what the study will accomplish. 3,000 character limit.

- B. Background - Briefly state the background of the study, including references when appropriate, and identify the main questions the current study is intended to address. 3,000 character limit.

Checklist

NOTE FOR EDUCATION RESEARCHERS: Due to the volume of Millersville education students undertaking research in local public schools, principles and school district administrators require the MU IRB provide a full review of all protocols involving public school students. Furthermore, all protocols for school-based research **require** a letter of support from the school principal or relevant administrator. This letter **must** accompany the protocol and must be printed on school letterhead.

Is the Protocol form complete? Please fill in all blanks, marking NA if items are not applicable

Have you included a copy of informed consent and/or assent forms, if required?

Have you included a letter of support from a principal or other administrator if you are conducting research in a public school?

Have you included a letters of support or permission from relevant organizations?

Have you included copies of surveys, ratings scales or ther instruments?

Have you completed CITI training?

Have you saved and renamed your protocol in the proper format?

ALL IRB protocols must be submitted as a **SINGLE PDF**. Protocols submitted as multiple PDF documents or as combinations of PDF and Word/Pages documents will be returned without review. If you need help please contact the help desk at ext. 7777

Rename and save your protocol using the following format - SemesterYear **PI** Last Name "IRB Protocol", eg. SP2015 Smith IRB Protocol. Protocols not following this convention will be returned without review.

The MU IRB committee is no longer accepting protocols emailed from student accounts. ALL submitted protocols must be submitted by the student's faculty co-investigator or advisor. This is being done to ensure that the faculty responsible for overseeing the research have had an opportunity to review the protocol prior to submission. **PROTOCOLS SUBMITTED FROM STUDENT EMAIL ACCOUNTS WILL BE RETURNED WITHOUT REVIEW.**

Email complete protocols to **sponsored.programs@millersville.edu**. Please type the name of your protocol, e.g. SP2015 Smith IRB Protocol, in the subject line of the email message.

Informed Consent Form

Description of Experiment: You will be participating in a Psychology experiment that requires you to take a math test formatted similar to a placement test, as well as two visual acuity tests. Participation in this research is voluntary.

Risks and Benefits: There are no foreseen risks in the current research greater than that of a classroom setting. This is considered a minimal risk study. However, participants in this study will be eligible to receive extra credit from their professors that are willing to comply. Neither the researcher nor the university is responsible for any accidents that occur during the time of the study.

By signing this consent form, you are signifying that you understand the nature of the research and your agreement to participate in the study. Please consider the following points before signing:

- I understand that I am participating in Psychological research.
- I understand that my personal information and data will be kept confidential between the researchers.
- I will receive a debriefing letter providing an explanation of the research in which I participated, with the name and telephone number of a researcher to contact if I have any questions about the study.
- I understand that my participation in the research is voluntary, and that I may decide to terminate my participation any time after the study begins without penalty.

For more information, you may contact:

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██████████

Shawn P. Gallagher
Shawn.Gallagher@millersville.edu
(717) 871-7271
PO Box 1002 (South George Street)
Millersville, PA 17551

By signing this form I am stating that I understand the above information and consent to participate in this study conducted at Millersville University.

Patient Name (Printed)

Signature

Date

Researcher Name (Printed)

Signature

Date

This research has been approved by the Millersville University Institutional Review Board.

Survey Forms to be used – Comparison to non-STEM Majors

Imagine you are at the library studying with four friends, all in different majors. Their majors include English, History, Music, and Psychology. You are taking an algebra class, and would like help on a few homework problems. You do not know anything about your friends' mathematical abilities.

1. What is the likelihood that you would ask your English major friend for help with your algebra?

Not at all likely	Unlikely	Possibly	Likely	Very Likely
1	2	3	4	5

2. What is the likelihood that you would ask your History major friend for help with your algebra?

Not at all likely	Unlikely	Possibly	Likely	Very Likely
1	2	3	4	5

3. What is the likelihood that you would ask your Music major friend for help with your algebra?

Not at all likely	Unlikely	Possibly	Likely	Very Likely
1	2	3	4	5

4. What is the likelihood that you would ask your Psychology major friend for help with your algebra?

Not at all likely	Unlikely	Possibly	Likely	Very Likely
1	2	3	4	5

Survey Forms to be used – Comparison to STEM Majors

Imagine you are at the library studying with four friends, all in different majors. Their majors include Biology, Chemistry, Physics, and Psychology. You are taking an algebra class, and would like help on a few homework problems. You do not know anything about your friends' mathematical abilities.

1. What is the likelihood that you would ask your Biology major friend for help with your algebra?

Not at all likely	Unlikely	Possibly	Likely	Very Likely
1	2	3	4	5

2. What is the likelihood that you would ask your Chemistry major friend for help with your algebra?

Not at all likely	Unlikely	Possibly	Likely	Very Likely
1	2	3	4	5

3. What is the likelihood that you would ask your Physics major friend for help with your algebra?

Not at all likely	Unlikely	Possibly	Likely	Very Likely
1	2	3	4	5

4. What is the likelihood that you would ask your Psychology major friend for help with your algebra?

Not at all likely	Unlikely	Possibly	Likely	Very Likely
1	2	3	4	5