

Undergraduate Action Research Policy

Undergraduate students who are required to conduct action research as part of their class assignment do not need to complete the full IRB Exemption Form and Protocol. They may complete the IRB Action Research Short Form instead in accordance with the policy below:

Unless otherwise required by department or agency heads, the research activities only involvement of human subjects will be in one or more of the following categories are exempt from this policy:

- (1) Research is conducted in established or commonly accepted educational settings, involving normal educational practices, such as (i) research on regular and special education instructional strategies, or (ii) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods.
- (2) Research involves the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, if information is gathered in such a manner that human subjects **cannot** be identified, directly or through identifiers linked to the subjects; and (ii) any disclosure of the human subjects' responses outside the research **cannot** reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation.
- (3) Research involves the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, if these sources are publicly available or if the information is recorded by the investigator in such a manner that subjects **cannot** be identified, directly or through identifiers linked to the subjects.

All students conducting action research in schools, public or private, shall determine if school board policy requires consent to conduct such research. If consent is required a copy of the approval to conduct such research must accompany Action Research Form.