MINNESOTA STATE MOORHEAD

Institutional Review Board

Student Representative and Adviser to the Institutional Review Board

Position Summary

The Student Representative brings a student perspective to the Institutional Review Board's work of protecting people who participate in research. The representative helps the IRB consider how students may experience research recruitment, consent, compensation, privacy, and study procedures.

Responsibilities

- Attend IRB meetings and participate thoughtfully in committee discussions.
- Review selected research materials before meetings.
- Identify concerns that may affect students who are asked to participate in research.
- Help the committee determine whether recruitment and consent information is understandable to students.
- Offer recommendations regarding student privacy, research incentives, classroom recruitment, and possible pressure to participate.
- Protect the confidentiality of research applications, committee discussions, investigators, and research participants.
- Complete required training and follow MSUM IRB policies and procedures.

Training: Before participating in IRB meetings, the Student Representative will:

- Complete the same CITI human-subjects research training required of MSUM principal investigators.
- Complete an orientation provided by the IRB Chair.
- Sign an IRB confidentiality agreement.
- Complete refresher training according to MSUM requirements.

Advisory Role: The Student Representative participates in an advisory capacity. IRB decisions remain with the appointed voting members. The representative does not vote on IRB actions or count toward the quorum.

Personal Involvement and Potential Conflicts: The Student Representative must inform the IRB Chair of any personal involvement or potential conflict related to a study under review. The chair will determine whether the representative may receive the study materials or participate in the discussion.

Ordinary campus relationships, such as knowing an investigator or being enrolled in the investigator's department, do not automatically prevent participation. Access or participation may be limited when the representative:

- Is participating or may be recruited for the study.
- Is part of the research team.
- Has a close personal or supervisory relationship with an investigator.
- Could gain access to sensitive information about identifiable students.
- Has another relationship that could interfere with objective participation.

Qualifications

- Currently enrolled at MSUM and in good academic standing.
- Demonstrates maturity, reliability, and respect for confidentiality.
- Is willing to review research materials and participate thoughtfully in discussions.
- Can consider perspectives beyond their own experiences.
- Has an interest in research ethics, student well-being, or institutional service.
- Able to serve approximately 5 to 10 hours per year.

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Appointment: The IRB Chair appoints the Student Representative for a one-year term, and the representative may be reappointed. The representative serves at the discretion of the IRB Chair and may resign at any time.

Learning and Service Opportunity: The role offers practical experience with research ethics, shared governance, and the review of human-subjects research. It also provides an opportunity to help MSUM consider how institutional research practices affect students.