

1.0 POLICY STATEMENT

- 1.1 All Research that involves Human Participants requires review and approval by MacEwan's Research Ethics Board (the "REB") in accordance with the most current version of the Tri-Council Policy Statement (TCPS): *Ethical Conduct for Research Involving Humans*, before the Research is started.
- 1.2 The intention of MacEwan University (the "University") is to ensure that all Research involving Human Participants respects human dignity by adhering to the three core ethical principles as outlined in the current version of the TCPS; Concern for Welfare, Respect for Persons and Justice.

2.0 PURPOSE

- 2.1 The purpose of this Policy is: to create a research environment in which the University's responsibilities towards Human Participants involved in Research are discharged in accordance with the highest ethical standards; to promote awareness and understanding of such standards among Members or associated Members of the University; to articulate clearly the Tri-Council Core Ethical Principles applicable to Research in a manner consistent with the most current version of the Tri-Council Policy Statement: *Ethical Conduct for Research Involving Humans* and all other applicable standards; and, to establish an independent research ethics review process.

3.0 APPLICABILITY

- 3.1 All Research that involves Human Participants and that is conducted within the University, or by Members of the University within the capacity of their employment or enrollment at the University (including course-based Research), or that receives funding administered by the University, shall undergo REB review.

4.0 DEFINITIONS

Human Participants

Those individuals whose data, biological materials, or response to interventions, stimuli or questions by the Research are relevant to answering the research question.

Members of the University

Those persons involved in conducting University affairs or operations or using University property, including all students, employees, agents, contractors, volunteers, and members of the public.

Personal Health Information

Diagnostic, treatment and care information, or registration information that is used or disclosed by custodians and affiliates in the health system.

Research

For the purposes of this policy, Research is defined as an undertaking identified to extend knowledge through a disciplined inquiry or systematic investigation.

5.0 POLICY ELEMENTS

5.1 Jurisdiction and Mandate

- 5.1.1 The Provost & Vice-President, Academic is the policy sponsor and has executive authority over all matters relating to research with human participants at the University for University purposes.
- 5.1.2 The Provost & Vice-President, Academic may delegate responsibility for the implementation of ethical conduct of Research using human participants to senior academic administrators as appropriate.
- 5.1.3 The REB is established by the President of the University and is responsible for evaluating the full range of core and ethical principles in its review of Research involving Human Participants in a manner that protects the rights, welfare and privacy of Research participants. The President may delegate responsibility for REB functions as appropriate.
- 5.1.4 Ethics approval for Research to which this Policy applies must be received before: the Research begins; University services or facilities are used; research funds are released; and, financial accounts are opened.
- 5.1.5 The Responsible Office will provide sufficient financial and administrative resources to support the REB in the fulfillment of its duties.
- 5.1.6 The REB is independent in its decision making and is accountable to the President, or delegate, for the process of research ethics review.
- 5.1.7 The REB has authority to approve, reject, propose modifications to, or terminate the approval of any proposed or ongoing Research that is subject to review under this Policy.
- 5.1.8 No material change to the approved Research may occur without review and approval from the REB.
- 5.1.9 All Research involving Personal Health Information has been delegated to the University of Alberta's Health Research Ethics Board for review.
- 5.1.10 MacEwan University considers non-compliance and the inappropriate treatment of Human Participants to be a serious offence, subject to penalty, and all acts of non-compliance will be reviewed and documented on a case-by-case basis by the REB, which may also involve the President or delegate.

6.0 ASSOCIATED PROCEDURES

- MacEwan Research Ethics Board Standard Operating Procedures, 100-903

7.0 RELATED POLICIES, FORMS, AND OTHER DOCUMENTS

- Student Academic Integrity Policy
- Adjunct Faculty and Visiting Scholars
- Titled Chairs
- Responsible Conduct of Research and Creative Activity

- Animal Research Ethics
- Research Partnerships and Affiliations Policy

REFERENCE NOTES:

Province of Alberta's Health Information Act

Canadian Institutes of Health Research, Natural Sciences and Engineering Research Council of Canada, and Social Sciences and Humanities Research Council of Canada, *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans*

8.0 ACCOUNTABILITY**Policy Sponsor**

Provost & Vice-President, Academic

Responsible Office

Office of Research Services

9.0 HISTORY

Relevant Dates

Approved:	25.05.23
Effective:	25.05.23
Next Review:	30.05

Modification History

98.05.14:	New policy approved 98.05.14 by Board motion 7-5 14-97/98. Recommended by Academic Council 98.04.28.03.
2000.11.21:	Updated terminology (Grant MacEwan University). Reformatted to new format. Revisions approved by Academic Council motion 00.11.21.03.
2003.12.18:	Policy updated to include Tri-Council policy statement on “Ethical Conduct for Research Involving Humans” approved by Board motion 01-12 18-2003/04 as recommended by Academic Council motion 03-11-18-03 and was endorsed by Executive Committee.
2004.02.24:	Implementation date of July 1, 2004 approved by Board motion 01-2-24-2003/04.
2004.11.18:	Revisions and title change approved by Board motion 01-11 18-2004/05 as recommended by Academic Council motion 04-09-14-05 and was endorsed by Executive Committee.
2006.04.12:	Policy Statement was reworded for clarity and it renames the committee to a “research ethics Board”. To be effective immediately. Amended as recommended by Academic Council 06.02.14 and approved 06.04.12 by Board motion 01-04 12-2005/06.
2006.10.17:	Additional regulation 3.6.1 (V) was added to align with the Tri-Council Policy Statement. Approved by Executive Committee, October 17, 2006.
2009.10.08:	Terminology updated to reflect name change to Grant MacEwan University. Approved by Board motion 01-10 8-2009/10.
2011.10.24:	Revised as recommended by Academic Policies Committee and approved by Academic Governance Council motion AGC-07-10-24-2011.
2014.10.28:	Terminology updated to reflect housekeeping and textual changes and approved by Academic Governance Council motion AGC-04-10-28-2014.
2014.12.22:	Updated to reflect current policy names and numbers, references to retired policies, and Related Policy listings.
2015.03.17:	Terminology updated to reflect housekeeping and textual changes and approved by Academic Governance Council motion AGC-02-03-17-2015.
2018.12.12:	Minor change to replace Academic Governance Council with General Faculties Council effective February 1, 2019. Approved by Policy Sponsor on December 12, 2018.

2020.06.29:	Comprehensive revisions to include a section on non-compliance, language updated to better reflect changes to the Tri-Council Policy Statement. Approved by General Faculties Council Executive Council, on behalf of General Faculties Council, motion GFC-EC-29-06-29-2020.
2021.09.13:	Comprehensive revisions to remove operational elements subsequently relocated to Standard Operating Procedures document as required by the federal Tri-Agencies' Panel on Research Ethics. Approved by General Faculties Council motion GFC-03-09-13-2021.
2022.08.23:	Minor revision to update the name of a related policy in section 7.0. Approved by Policy Sponsor.
2025.05.23:	Comprehensive review of policy resulting in minor revisions to correct a typographical error and update the name of a related policy in section 7.0. Approved by Policy Sponsor.