



DINÉ COLLEGE

THE HIGHER EDUCATION INSTITUTION OF THE NAVAJO

Board of Regents

DC-APR-2235-17

RESOLUTION OF THE BOARD OF REGENTS DINÉ COLLEGE

Approval of revised policies for the Diné College Institutional Review Board (IRB) stating that the Diné College IRB will review and provide approval for research conducted by Diné College students, and review faculty and staff research.

WHEREAS:

1. The Diné College Board of Regents is empowered to exercise authority and control over Diné College and is responsible for the accomplishment of the Diné College purposes, 10 NNC & 2003 (2005) ed.); and
2. The Diné College is a non-profit post-secondary educational institution chartered by the Navajo Nation Council in 1968 for the purposes of providing educational opportunities to the Navajo people and others in areas important to the economic and social development of the Navajo Nation and other purposes, 10 NNC & 2002; and
3. Student Research is especially important for students in Baccalaureate programs. It is also important that students at Diné College have the same opportunities as students in similar programs at other higher education institutions. Students cannot present their research at conferences or publish their research findings unless their research is reviewed by a federally recognized human research review board. These opportunities will increase the likelihood that Diné College students will gain admission into graduate programs, obtain employment or promotion after graduating, and improve "soft" skills of students with a Bachelor degree at Diné College.
4. The Diné College administration has submitted revised policies for the Diné College Institutional Review Board (IRB). The revised policies by the Diné College BOR state that the Diné College Institutional Review Board (IRB) is able to review and provide final approval decisions for research conducted by Diné College students that involves human subjects. Consistent with previous policies, the Diné College IRB would continue to review research conducted by Diné College faculty and staff prior to review by the Navajo Nation Human Research Review Board (NNHRRB), and the NNHRRB will have final approval authority for faculty and staff research. These revisions would expedite the approval process for students to conduct research that may be presented at student conferences and/or submitted for publications. The

5. revised policies of the Diné College IRB are attached as Attachments to this Resolution.
6. Approval of this resolution would approve the revised policies of the Diné College Institutional Review Board (IRB).
7. The Diné College Board of Regents finds that it is in the best interests of the College to approve the revised policies of the Diné College IRB which state that the Diné College IRB can provide final approval of research conducted by Diné College students and to allow the IRB to review faculty and staff research before it proceeds to the Navajo Nation Human Research Review Board (NNHRRB) for final approval.

NOW THEREFORE BE IT RESOLVED THAT:


1. The Diné College Board of Regents hereby approves the revised policies of the Diné College Institutional Review Board (IRB), which state that the Diné College IRB will have the authority to provide final approval decisions for research conducted by Diné College students. The revised policies are included in the Attachments to this resolution.
2. The Diné College Board of Regents hereby authorizes, directs, and empowers the President to perform all actions deemed necessary and proper to effectuate the purpose of this resolution.

CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Diné College Board of Regents at a duly called meeting held in Tsaile, Arizona at which a quorum was present and that same was passed by a vote of 5 in favor, 0 opposed and 0 abstained, this 14th day of April, 2017.

ATTACHMENT(S)

1. Dine College Grants policy 1.5.1.1 for Institutional Review Board for research with human subjects.
2. Legal Memorandum.


Greg H. Bigman, President
Diné College Board of Regents

MOTION: Regent Hatathlie
SECOND: Regent Lee

Policies for Research with Human Subjects



**Institutional Review Board for Research
with Human Subjects (IRB)**

Revised April 5, 2017

Diné College Grants Policy 1.5.1.1

Institutional Review Board for Research with Human Subjects (IRB)

I. Purpose, Scope and Mission

Rooted in Diné language and culture, the mission of Diné College is to advance quality post-secondary student learning and development to ensure the well-being of the Diné People.

Diné College's institutional values are based on the principles of Sa'ah Naaghái Bik'eh Hózhóón. These same principles apply to scientific integrity in the following goals:

- T'áá Hó Ájít'éego – one's personal initiative and integrity
- K'é – kinship or the interaction between individuals
- H ídlí – respect for all living things and nature
- Hodilzin – faith, reverence, to bring harmony and balance

These guiding principles help us as individuals to strive for balance and harmony in our daily lives. In relation to research, this means that the relationship among the four principles must be foremost in the minds of the researchers in their interaction with those being researched and throughout the research process.

As stated in the College's Grants Policies and Procedures Manual (Section 1.5) the College commits to compliance with federal and tribal regulations in the areas of research conduct, conflict of interest, and scientific misconduct. This manual is intended to comprise the procedures developed to extend the Grants Policies and Procedures in these areas.

The purpose of the IRB at Diné College is to govern any research that involves human subjects conducted by Diné College faculty, staff or students, or by outside researchers at the College, whether funded or unfunded. The IRB is responsible for determining and assuring that 1) the welfare and rights of human subjects are adequately protected and informed consent given, if necessary; 2) human subjects are not placed at unreasonable physical, mental, or emotional risk as a result of research; 3) the necessity and importance of the research outweighs the risks to the subjects; 4) the researcher(s) is/are qualified to conduct research involving human subjects.; and, 5) the design, conduct, or reporting of research will not be biased by any conflicting financial interest of those involved in the research.

The policies included herein comply with those set forth in the Navajo Nation Human Research Code (Title 13, Chapter 25 of the Navajo Tribal Code): that research is consistent with goals and objectives of the Navajo Nation, does not detract from nor interfere with provision of human services, does not endanger the well-being of Navajo individuals or communities, is culturally relevant to the extent possible, and with respect to data ownership and prior review of publications. Policies of the Navajo Nation Privacy and Access to Information Act will also be followed, in addition to the existing Diné College Policy and Procedures for Responding to Allegations of Scientific Misconduct.

The College has obtained a Federal Wide Assurance (Human Subject Assurance Number 00011226), and these policies will govern the institution in the discharge of its responsibilities for protecting the rights and welfare of human subjects of research conducted at or sponsored by the institution. While respecting the right to full academic freedom in research, the College is firmly committed to adhering to the basic ethical principles underlying the acceptable conduct of research involving human subjects, as set forth in *The Belmont Report: Ethical Principles and Guidelines for the Protection of Human Subjects of Research*:

- **Respect for persons** - Respecting persons' autonomous decision-making regarding participation in research and protecting persons with diminished autonomy to make such decisions, including children. Important components of this process include:
 - Informed Consent: Participants must be informed about the research before consenting to participate, and efforts must be taken to avoid deception
 - Any deception that occurs to protect the validity of research must involve minimal risk to participants
 - Voluntariness: Participants are volunteers who are free to decline participation and to discontinue participation at any time
- **Beneficence** - Making efforts to ensure the well-being of individuals and communities involved in research by adhering to the following stipulations:
 - Do no harm
 - Maximize possible benefits and minimize possible harms
- **Justice** - An evaluation of who ought to benefit from research activities and findings, and if there is any cost or risk, who ought to bear those costs. This evaluation includes consideration of the following:
 - Fairness for individuals: All participants should have equal access to potential benefits associated with treatment or other benefits
 - Social justice: Participants should be selected and treated fairly, without social, racial, sexual, and cultural biases.

The College sets standards for the conduct of research which mandate well-conceived and well-conducted research and charges the College's Institutional Review Board (IRB) with the review and monitoring of research in order to maintain those standards. The policies herein stated describe the intention of the institution to guarantee compliance with federal regulations governing the protection of human subjects and to guide principal investigators in the development of research protocols that include human subjects. Humans whose physiologic or behavioral characteristics, or whose understanding of their lived experiences, and responses are the object of study are referred to as "subjects"; however, the College in no way intends to demean the humanity and individualism of such persons. Recognizing that regulations, policies and procedures are no guarantee of ethical conduct, it is the responsibility of individual investigators, whether students, faculty or staff, to make ethical considerations central in the conduct of research and to have a clear understanding of their duties to human subjects.

Roles and Responsibilities

The Diné College IRB is responsible for reviewing any research to be conducted by College faculty or staff or students either on campus or with human subjects anywhere, as well as any

research proposed by outside individuals or institutions that would take place on Diné College campuses.

In the case of research conducted by Diné College students, which will be under the mentorship of College faculty or staff, the College's IRB will provide final disposition, either approval, disapproval, or revision. In the case of research to be conducted by faculty or staff of Diné College or by personnel of outside institutions, the research will be reviewed and recommended for final review to the Navajo Nation Human Research Review Board (NNHRRB).

In its review the IRB is responsible for determining and assuring that

- the welfare and rights of human subjects are adequately protected and informed consent given, if necessary
- human subjects are not placed at unreasonable physical, mental, or emotional risk as a result of research
- the necessity and importance of the research outweighs the risks to the subjects
- the design, conduct, and reporting of research will not be biased by any conflicting financial interest of anyone involved in the research.
- the investigator(s) and the faculty/staff mentor(s)/advisor(s) of student researchers is/are qualified to conduct research involving human subjects.

The College's Institutional Grants and Sponsored Projects Office (IGO) will provide support to the IRB in all phases of the work: tracking and monitoring submissions, issuing approved notifications and other correspondence, and maintaining records related to the IRB and its functions and all research involving human subjects. The IRB support function will report to the IGO Compliance Officer or be supplied by the IGO Compliance Officer directly.

Researchers, whether faculty, staff or students, are responsible for providing their written protocol with all required documents to the IRB when the research is being planned, and be available either in person or by conference call to the IRB during the review process. Researchers must not start any research activities with human subjects prior to IRB approval of the project, and must report all proposed changes in activity to the IRB for approval before initiating the changes. Researchers must report any unanticipated problems involving risks to participants or others, any adverse events, or breaches of approved protocol.

II. Board Membership

The IRB shall consist of members with varying professional, racial, ethnic, cultural, and gender differences, who are knowledgeable about professional regulations and conduct and are sensitive to community attitudes. Voting members shall include College employees who are full-time faculty or staff with experience in higher education, or members of the community. At the discretion of the President (with input from the Executive Council), full-time administrators may be selected to serve. At least one voting member of the Board shall be a non-scientist who is a member of the community. The members shall consist of:

- *The Chair selected from the membership (and a chair-elect voted by membership during the last year of the outgoing Chair)*
- *At least seven members who are faculty or staff from Tsaile, Shiprock, or community centers (if possible), at least one with scientific background and one from the Center for Diné Studies*
- *One community member from within the Navajo Nation who is not a College employee.*

Membership of the Diné College IRB will be appointed by the College President, who will notify appointed members in writing.

No members of the IRB may participate in the review and approval process for any project in which they have present or potential conflicts of interest. Furthermore, if the IRB reviews research that involves a vulnerable category of subjects, e.g., children, prisoners, pregnant women, or handicapped or mentally disabled persons, the IRB may include one or more individuals with specific knowledge and experience in working with these subjects, appointed temporarily for the project's review. Such individuals may not vote with the IRB in these instances.

The Chair and board members will be granted appropriate release time from their assigned teaching responsibilities based on estimated workload for the term of the appointment. Members will commit to attending regularly convened meetings (3-4 annually at minimum), to required training, and to participate in review of research protocols at regular meetings, focus committees, and to respond by phone and email to meet the IRB's responsibility to review research in a timely fashion.

All new appointees to and continuing members of the IRB will receive training. The Chair, and/or others the Chair deems appropriate, will be responsible for training new appointees to the IRB. Members must make a commitment to participate not only in initial training, but also to participate in ongoing training and to conduct training for other faculty within the College, as appropriate. On-line training certification in human subjects research and in conflict of interest policy will be required.

Board members may find that they are no longer able to meet the responsibilities for meeting attendance and response to issues before the Board, and may resign with 60 days notice. The Board may request a member to resign if they have been unresponsive and not in attendance for over three months. The College President will be the final authority in accepting the resignation and naming a new member to the IRB.

III. Procedures

IRB Procedures for conducting a full review process, expedited review process, the structure of meetings, keeping of minutes and other documents, continuing review of ongoing research, and reporting requirements and procedures, including all necessary forms, will be developed by the task force approved by the President and submitted for administrative approval.