

Chapter IX - Policies on Faculty and/or Student Research

The College is strongly committed to ensuring that all research conducted by Whitman faculty and/or students be held to the highest standards of ethics and safety. The College believes in the ethical care and treatment of animal and human subjects to be used in biological, biomedical and behavioral research, and has established policies to ensure that College and national regulations are followed. These include an Institutional Animal Care and Use Committee (IACUC), an Institutional Review Board (IRB), and a Responsible Conduct of Research Training Policy. In addition, in the event there is research involving genetically modified organisms or recombinant DNA on campus, the Institutional Biosafety Committee is constituted on an as-needed basis to ensure appropriate safety protocols are in place. Additional information about research requirements can be found on the Whitman website under Whitman College Research and Oversight Committees.

A. Animal Care and Use

All research proposals involving vertebrate animals must have their research protocol approved by the Whitman Institutional Animal Care and Use Committee (IACUC). Whitman's IACUC is approved by the federal Office of Laboratory Animal Welfare. New protocols that involve animals should be submitted to the current Chair of the Committee, who will distribute them to the members of the committee for approval.

B. Institutional Review Board

All research conducted by Whitman College faculty or students involving human participants, regardless of its funding source, must be submitted to Whitman's Institutional Review Board (IRB) for review. Details of Whitman's IRB process, including instructions for submissions, can be found at: Institutional Review Board (IRB). Details of federal guidelines for this review process can be found at: <https://www.hhs.gov/ohrp/register-irbs-and-obtain-fwaa/irb-registration/index.html>.

C. Institutional Biosafety Committee

If required by the funding agency, protocols for research conducted by faculty and/or students using Genetically Modified Organisms/Recombinant DNA must be approved by the Whitman Institutional Biosafety Committee. Not all funding agencies require institutional approval, and it is up to the applicant to determine whether their experiments require approval. Most federal agencies use the National Institutes of Health guidelines, which can be found at:

<https://osp.od.nih.gov/biotechnology/nih-guidelines/>. Additional information can be found on the <https://www.whitman.edu/giving/grants-and-foundation-relations/compliance>.

D. Responsible Conduct of Research Policy

Information for faculty, including a grants procedures manual and a policy on responsible conduct of research, can be found on the website for the Office of Grants and Foundation Relations.

All students who are conducting federally-funded research must receive instruction in the responsible conduct of research before they start work. The online tutorial, provided by Citi program, can be accessed from the Grants and Foundation Relations compliance webpage. The Sponsored Program Coordinator will inform the students of the requirement and will also alert the students' supervisors. It is recommended that the students' supervisor discuss the issues involved in the responsible conduct of research with the students and reinforce the ethical concepts taught in the modules. Students need to complete the training, print out the completion form, and send the certificate of completion to the Sponsored Program Coordinator. The SPC will track completion of the RCR requirement.

Whitman College's Research Integrity Officer (RIO) is the Associate Dean for Academic Affairs. They have ultimate oversight on compliance with the College's Responsible Conduct of Research and Research Misconduct procedures.

E. NSF and NIH Sexual Harassment Policies (06/05/2019)

Whitman College prohibits sexual misconduct in any form. Sexual misconduct is a broad term encompassing any unwelcome behavior of a sexual nature that is committed without consent or by force, intimidation, coercion or manipulation. Sexual misconduct can occur between persons of the same or different genders.

Sexual harassment is defined as unwelcome verbal or physical conduct of a sexual nature that is sufficiently severe or persistent or pervasive such that it unreasonably interferes with, limits or deprives someone of the ability to participate in or benefit from the College's educational programs or employment opportunities. The unwelcome behavior may be based on power differentials (*quid pro quo*), the creation of a hostile environment or retaliation. A single instance of sexual assault may be sufficient to constitute a hostile environment.

Whitman College's Grievance Policy covers all members of the Whitman College Community and provides a way for community members to bring forward problems, allegations or grievances. The Grievance Policy will be used to address

issues of harassment, discrimination or violence including sex- or gender-based incidents when Whitman College is put on notice regarding such incidents.

Whitman College faculty members who serve as Principal Investigators (PIs) or co-PIs on federal grants from the National Science Foundation or National Institutes of Health are required to abide by the sexual harassment policies of those agencies. These policies can be found on college Grants and Foundation Relations web site under [NSF/NIH Sexual Harassment Policy](#).