**IRB FAQs**

**What does the acronym **IRB** represent?**

- **IRB**: Institutional Review Board, which references the proposal approval process at the University level and is composed of faculty from across the university.

**Does Kinesiology and Health Ed have a DRC (Department Review Committee)?**

No, KHE no longer has a DRC

**When do I need to submit my proposal, and what is the timeline for the review process by the IRB?**

You will need to allow two to four weeks for IRB review and approval. The IRB meets monthly, and the agenda for each meeting is set two and a half weeks before the meeting. The current schedule of IRB meetings is published on the Office of Research Support and Compliance (ORSC) website.

**What training do I need to complete prior to submitting a proposal?**

All investigators are required to complete the Five-Part Human Participant Training available on the ORSC website.

**What are the differences between the three types of IRB proposals and how do I know which type to list mine as?**

There are three types of Human Subjects/IRB proposals:

1. **Exempt** – Low risk with adult subjects (Children cannot be subjects in exempt studies.) Categories of research falling under the Exempt classification are listed on the ORSC website.
2. **Expedited** – Low or Moderate risk. Categories of research falling under the Expedited classification are listed on the ORSC website.
3. **Full Board** – High risk. All categories of research not falling under the Exempt or Expedited classifications require a Full Board review.

**How do I Contact the IRB about Human Subjects Research?**

- Please always share the study number when checking in with the IRB office
  - Call the IRB helpline (M-F 9a-4p): 512-232-1543
  - List of IRB Contacts (there are no longer departmental specific contacts)
  - IRB Chatline (right side of the main page)

**IRB Calendar Deadlines**