

INDIANA UNIVERSITY BLOOMINGTON INSTITUTIONAL REVIEW BOARD (IRB) REVIEW

**EXEMPT RESEARCH CHECKLIST**

IRB Study #: 1001000981

*(IRB Office will assign)*

**DIRECTIONS:** This form is to be neatly typed and submitted to the IRB only when the investigator is contemplating the initiation of a research project which, in the investigator's judgment, is exempt from full IRB review. The IRB will then determine whether the activity is covered by these regulations.

Research activities are exempt from regulations for the protection of human research subjects when they are considered minimal risk (the probability or magnitude of harm or discomfort anticipated in the research are not greater in and of themselves than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests (as defined by 45 CFR 46.102(i)) and the ONLY involvement of human subjects falls within one or more of the exempt categories listed below.

The exempt categories outlined below do not apply to research involving prisoners or research involving a test article regulated by the FDA, unless the research meets the criteria for exemption described in 45 CFR 46.101(b)(6) and 21 CFR 56.104(d).

The exempt categories outlined below are based solely on methods of research, and do not take the level of risk into consideration. Although most exempt research requires no further oversight to be conducted ethically, some exempt research raises ethical concerns or requires measures to protect participants. As such, the IRB will not consider any research exempt that does not fulfill ethical principles reflected in the Belmont Report. These basic ethical principles are:

1. Respect for Persons (Autonomy) – individuals should be treated as autonomous agents and persons with diminished autonomy are entitled to protection.
2. Beneficence – Human subjects should not be harmed and the research should maximize possible benefits and minimize possible harms.
3. Justice – the benefits and risks of research must be distributed fairly.

Research that otherwise would be exempt by federal regulations that raises ethical concerns or requires measures to protect subjects may be denied and/or moved to a higher level of review (i.e. expedited or full IRB review).

**Check the appropriate category(ies) that applies to your research project:**

<input type="checkbox"/>	<p>1. Research conducted in established or commonly accepted educational settings, involving normal educational practices, such as (i) research on regular and special educational instructional strategies, or (ii) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods. [45CFR46.101(b)(1)]</p>
<input type="checkbox"/>	<p>2. Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, unless all of the following are true:</p> <p style="padding-left: 40px;">(i) information obtained is recorded in such a manner that the human subjects can be identified, directly or through identifiers linked to the subjects; and</p> <p style="padding-left: 40px;">(ii) any disclosure of the subjects' responses outside the research could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, insurability, or reputation. [45CFR46.101(b)(2)]</p> <p><b>NOTE: If the research involves children as participants, the research must be limited to educational tests (cognitive, diagnostic, aptitude, achievement) and observation of public behavior when the investigator(s) do not participate in the activities being observed. Research involving children that uses survey procedures, interview procedures, or observation of public behavior when the investigator(s) participate in the activities being observed cannot be granted an exemption.</b></p>
<input type="checkbox"/>	<p>3. Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures, or observation of public behavior that is not exempt under category 2 above, if either:</p>

- (i) the human subjects are elected or appointed public officials or candidates for public office; or
- (ii) federal statute(s) require(s) without exception that the confidentiality of the personally identifiable information will be maintained throughout the research and thereafter. [45CFR46.101(b)(3)]

**If any of the above categories have been selected, answer the following:**

Will you be audio or video recording?

- No
- Yes. Explain how it will be assured that the identity of the subjects and/or link to the information obtained or the information recorded about the subjects does not place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, insurability, or reputation:

- 4. Research involving the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, if these sources are publicly available or if the information is recorded by the investigator in such a manner that subjects cannot be identified, directly or through identifiers linked to the subjects. [45CFR46.101(b)(4)]

**To qualify for this exemption, data, documents, records, or specimens must exist at the time the research is proposed and not prospectively collected.**

Provide a list of all data points that will be collected below or attach a data collection sheet.

**All publicly-accessible Twitter messages with the "#sachat" hashtag posted 11:55 am – 1:05pm CST and 5:55 pm – 7:05 pm CST on the following dates:**

**January 14, 2010**

**January 21, 2010**

**January 28 2010**

**These messages are publicly-accessible and archived at Twitter.com.**

- 5. Research and demonstration projects which are conducted by or subject to the approval of Department or Agency heads, and which are designed to study, evaluate, or otherwise examine:
  - (i) public benefit or service programs;
  - (ii) procedures for obtaining benefits or services under those programs;
  - (iii) possible changes in or alternatives to those programs or procedures; or
  - (iv) possible changes in methods or levels of payment for benefits or services under those programs. [45CFR46.101(b)(5)].

The program under study must deliver a public benefit (for example, financial or medical benefits as provided under the Social Security Act) or service (for example, social, supportive, or nutrition services as provided under the Older Americans Act).

The research or demonstration project must be conducted pursuant to specific federal statutory authority, must have no statutory requirement that an IRB review the project, and must not involve significant physical invasions or intrusions upon the privacy of the subjects.

This exemption is for projects conducted by or subject to approval of Federal agencies and requires authorization or concurrence by the funding agency.

- 6. Taste and food quality evaluation and consumer acceptance studies,
  - (i) if wholesome foods without additives are consumed; or

	(ii) if a food is consumed that contains a food ingredient at or below the level and for a use found to be safe, or agricultural, chemical, or environmental contaminant at or below the level found to be safe, by the Food and Drug Administration or approved by the Environmental Protection Agency or the Food Safety and Inspection Service of the U.S. Department of Agriculture. [45CFR46.101(b)(6) and 21 CFR 56.104(d)]
--	---

INDIANA UNIVERSITY – BLOOMINGTON INSTITUTIONAL REVIEW BOARD (IRB) REVIEW  
EXEMPT RESEARCH CHECKLIST

IRB Study #: 1001000981  
*(IRB Office will assign)*

**SECTION I: INVESTIGATOR INFORMATION**

**Principal Investigator:** Guidry, Kevin R. **Department:** ELPS  
*(Last, First, Middle Initial)*

Building/Room No.: Eigenmann 419 Phone: 6-5824 E-Mail: kguidry@indiana.edu

**Faculty Sponsor:** Herring, Susan **Department:** SLIS  
*(Last, First, Middle Initial)*

Building/Room No.: \_\_\_\_\_ Phone: \_\_\_\_\_ E-Mail: herring@indiana.edu

**Project Duration:** Start Date: 2/2010 End Date: 2/2011

Project Title: #sachat: Twitter-based Student Affairs Professional Development

Sponsor/Funding Agency: NA

**SECTION II: PERFORMANCE SITE**

- Indiana University Bloomington Campus; state location(s):
- Other Indiana University Campus: state location(s):
  

<input type="checkbox"/> Anthropology	<input type="checkbox"/> Population Institute for Research & Training
<input type="checkbox"/> Bloomington Hospital	<input type="checkbox"/> Department of Psychological and Brain Sciences
<input type="checkbox"/> Bradford Woods	<input type="checkbox"/> Second Language Studies
<input type="checkbox"/> School of Business	<input type="checkbox"/> Sociology
<input type="checkbox"/> Economics	<input type="checkbox"/> Spanish & Portuguese
<input type="checkbox"/> School of Education	<input type="checkbox"/> Public & Environmental Affairs (SPEA)
<input type="checkbox"/> French and Italian	<input type="checkbox"/> Speech and Hearing Sciences
<input type="checkbox"/> Gender Studies	<input type="checkbox"/> Center for Survey Research
<input type="checkbox"/> Health Center	<input type="checkbox"/> Telecommunications
<input type="checkbox"/> Health, Phys Ed & Rec (HPER)	<input type="checkbox"/> University Info Tech Services
<input type="checkbox"/> IN Institute on Disability & Communication	<input type="checkbox"/> Center for Evaluation and Education Policy
<input type="checkbox"/> Informatics	<input type="checkbox"/> Central Eurasian Studies
<input type="checkbox"/> School of Journalism	<input type="checkbox"/> Communication and Culture
<input type="checkbox"/> The Kinsey Institute	<input type="checkbox"/> Computer Science
<input type="checkbox"/> Library General	<input type="checkbox"/> Criminal Justice
<input type="checkbox"/> School of Library & Info Science	<input type="checkbox"/> Folklore and Ethno Musicology
<input type="checkbox"/> MCCSC (Monroe School District)	<input type="checkbox"/> History
<input type="checkbox"/> School of Music	<input type="checkbox"/> Linguistics
<input type="checkbox"/> Nursing	
<input type="checkbox"/> Optometry	

  
- Other: online (Twitter)

**SECTION III: RESEARCH DESCRIPTION**

1. Provide a brief description, in lay terms, of the purpose of the proposed project and the procedures to be used.

This study will examine the use of the online communications tool Twitter. More specifically, this study will examine how higher education student affairs administrators, faculty, and students are using this tool on a weekly basis to collaborate and conduct professional development. Each week, these Twitter users vote on a topic of professional interest (e.g. making the most

of conferences, staying motivated in student affairs, managing collaboration w/other campus departments) and then discuss that topic during prescheduled one-hour sessions using the microblogging tool Twitter. These conversations are open to the public and publicly archived.

This study will analyze patterns in these online conversations in terms of features such as participation, message complexity, speech acts, topic development, and politeness. The procedures will apply computer-mediated discourse analysis methods to these publicly-available Twitter messages. The initial research is being conducted for Dr. Susan Herring's SLIS-S 641 course but subsequent presentation and publication outside of this class is expected.

a. Please state the eligibility (inclusion/exclusion criteria).

I will analyze publicly-accessible Twitter messages posted using the "#sachat" hashtag (each message includes the phrase "#sachat" to indicate that it is part of that conversation) posted 5 minutes before, during, and 5 minutes after the scheduled times (12-1pm CST and 6-7pm CST) on January 14, 21, and 28.

b. Will subjects be compensated for participation?

No

**ONLY COMPLETE 2-4 BELOW IF YOU SELECTED CATEGORY 1, 2, 3, 5, OR 6 ON THE EXEMPT RESEARCH CHECKLIST.**

2. Provide the process by which individuals will be recruited.

a. Explain how it will be ensured that recruitment or selection will not unfairly target a particular population or will target the population that will benefit from the project/research.

3. Explain how it will be ensured that individuals will be treated with respect during interactions/observations with them. For those individuals with diminished autonomy (e.g. children, people with limited ability to make decisions), explain how they will be protected.

a. Explain how individual privacy will be protected. For example, if interviewing, where will that be conducted?

b. Explain how individual confidentiality will be protected. For example, what kind of information will be recorded and how will that be protected?

4. How will you help to minimize potential risks that individuals may be exposed to while participating in the research? Potentials risks may include psychological, social, legal, physical, etc.

#### SECTION IV: CO-INVESTIGATORS

A. Co-investigators: Provide the name and department of other individual(s) assisting with the study who 1) will be responsible for the design, conduct, or reporting of the study, 2) have access to subjects (i.e. will consent subjects, conduct parts of the study), 3) will be making independent decisions about the inclusion or exclusion of participants, or 4) have access to identifying and confidential information.

1. List individuals from affiliated institutions who are directly interacting or intervening with subjects:

Name	Department
------	------------

The individuals listed above are required to:

- 1) Pass the IU human subjects protection test, unless special circumstances apply. Please refer to <http://www.iupui.edu/%7Eeresgrad/Human%20Subjects/human-menu.htm> for additional information.
- 2) Provide the IRB with documentation of their agreement to participate in the research. This can be accomplished by having the individual provide his/her signature next to his/her name above or including a memo (or email) from the individual documenting agreement to participate in this specific protocol.
- 3) Have a Conflict of Interest (COI) disclosure form on file with the COI Committee. Please refer to <http://www.iupui.edu/~eresgrad/spon/policiescontent.htm> for additional information.

2. List individuals from affiliated institutions who are **not** directly interacting or intervening with subjects:

Name	Department
------	------------

B. **Collaborating Co-investigators.** List any co-investigators from nonaffiliated institutions for which the IU-Bloomington IRB is providing the review and approval for their role in the study.

**Note:** For each nonaffiliated investigator, a nonaffiliated investigator agreement may be required. For additional guidance, refer to: <http://www.iupui.edu/%7Eeresgrad/spon/non-affiliated-pi.rtf>. Nonaffiliated investigators who are directly interacting or intervening with subjects (including obtaining consent) must either pass the IU humans subjects protection test, be from a COGR institution, or provide documentation of passing the CITI or NCI protection of human subjects test.

Name of Co-investigator	Institution	Role	Procedures performed
-------------------------	-------------	------	----------------------

**Statement of Principal Investigator.** I have personally reviewed this application and agree with its contents and am aware of my responsibility to provide supervision and guidance during its execution (in the case of a student project).

Principal Investigator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Faculty Sponsor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** As an alternative to providing original signatures on the form, the PI should simply e-mail the completed form to [iub\\_hsc@indiana.edu](mailto:iub_hsc@indiana.edu). This e-mail serves as the PI's signature. For the faculty sponsor's signature, please forward an e-mail from the individual acknowledging his/her oversight responsibilities for the student research project. This will serve as the faculty sponsor's signature.

**SECTION IV: EXEMPT REVIEW DETERMINATION**

Accepted, Exempt Category(ies): 4

Denied, Reason: \_\_\_\_\_

Authorized Signature: Peter Funn Date: 2/3/2010