



Policy Title	PI Eligibility
Last Updated	11-17-2020
Responsible Office	IRB Office
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1. Policy Purpose Statement

The purpose of this policy is to define Principal Investigator eligibility for Kennesaw State University Institutional Review Board submissions.

2. Definitions

Principal Investigator (PI): the individual primarily responsible for overseeing the preparation, conduct, and administration of human subjects research.

3. Policy

- 3.1. All human subjects research studies conducted at Kennesaw State University must designate an individual qualified to serve as the Principal Investigator (PI).
- 3.2. The Principal Investigator is ultimately responsible for the appropriate oversight and conduct of research. The PI may delegate certain responsibilities and functions of the research; however, he/she must maintain oversight and retain ultimate responsibility for the conduct of research and of those to whom responsibilities were delegated.
- 3.3. The PI must be sufficiently qualified by education, training, and experience to assume responsibility for the proper oversight and conduct of the research, including the protection of the rights, welfare, and safety of each human research participant.
- 3.4. Any individual who holds one of the following appointments at Kennesaw State University is eligible to serve as PI on IRB submissions:
 - 3.4.1. Full-time tenure track faculty: Assistant and Associate Professor, Professor
 - 3.4.2. Full-time clinical faculty
 - 3.4.3. Full-time library faculty
 - 3.4.4. Full-time research professor (faculty)
 - 3.4.5. Full-time research scholar (e.g. post-doctoral positions, staff)
 - 3.4.6. Full-time administrative staff
 - 3.4.7. Full-time lecturer (with prior written approval from chair and dean)
- 3.5. Any individual who holds one of the following appointments at Kennesaw State University is not eligible to serve as PI on IRB submissions. They may be able to serve as co-investigator only so long as the PI on the submission maintains at all times ultimate responsibility for the conduct of the research:
 - 3.5.1. Emeritus faculty
 - 3.5.2. Part-time faculty
 - 3.5.3. Visiting faculty
 - 3.5.4. Adjunct faculty
 - 3.5.5. Limited term faculty

- 3.6. Kennesaw State University students may serve as PI for their own research project and are responsible for submitting the IRB application. However, when a student is listed as the PI, a Faculty Sponsor must be listed on the submission.
 - 3.6.1. For projects that do not meet the definition of human subjects research or where the IRB will rely on the review of an external IRB, students may serve as the PI for the purpose of submitting any documentation as outlined in policies related to determinations of human subjects research and reliance on external IRB review.
- 3.7. When an individual is no longer eligible to serve as PI on ongoing projects at Kennesaw State University, this individual should select an eligible investigator to serve as the new PI for each of his/her IRB approved projects. The original PI is asked to submit a modification to the IRB for each affected study to document the change in PI. If the original PI is leaving Kennesaw State University, the IRB requests this change be made prior to departure.