



Memo

To: PSOM Faculty IRB Members

Re: Highlighting Faculty IRB Membership to the PSOM Committee on Appointments and Promotions (COAP)

Date: January 2023

IRB Membership a meaningful activity in which a faculty member can engage to enhance one's professional development while also providing service to Penn and the local community. Penn IRB members are vital to supporting the Penn research enterprise and the research of their fellow faculty members. IRB Membership is a way to give back by:

- Protecting research participants;
- Enhancing research processes across the University; and
- Providing feedback to improve IRB processes.

In addition to giving back, membership can contribute to substantial scholarly and professional development, especially for junior faculty members. These benefits can encourage faculty to commit their time to membership. Members frequently cite the following benefits from IRB membership:

- Ongoing facilitation, growth, and enhancement of personal research and grant writing;
- Continued education in timely topics related to human research and associated regulations;
- Developing expertise in human research ethics, federal and state laws, and IRB review processes;
- Developing peer review and presentation skills;
- Gaining exposure and knowledge about novel investigations, research, and populations outside of one's primary discipline; and
- Networking with other faculty, staff and community members.

Given this, COAP and the IRB recommend that both you and your department chair highlight IRB membership experiences during the promotions process. It is recommended that the following be detailed within the promotion's dossier faculty member personal statement and departmental Chair letter:

- IRB membership responsibilities, length of membership, and monthly time commitment
- Examples of professional growth and benefits during IRB membership

If needed, your IRB Administrator will provide a letter documenting IRB membership on an as needed or yearly basis. Please feel free to contact us if you require additional information, documentation, or assistance with personal statements.

Sincerely,

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