

College of Optometry Policy

Re: Research Studies-Staff Participation

The following policy has been approved by Dalene Johnson, Mary Juarez, and Dr. Holdeman on May 10, 2011.

Among the missions of the University and College is the conduct of research. To help assist in this activity, College staff are allowed to participate as subjects as long as it does not occur during their assigned working hours, i.e. it occurs before or after work or during lunch. If the study requires the staff member to participate during their assigned working hours, the staff member must obtain their supervisor's permission before agreeing to be a subject. The staff member must take vacation leave time for the working time missed, unless supervisor prior-approves another schedule to make up for missed work time. If a staff member is prior-approved during work hours and the department is unexpectedly short-handed, every effort should be made to honor the research schedule to allow staff member to continue to participate.



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