

IRB 3/1/12

Present: Garrett Milam, Anne James, David Luper, Andrew Rife, Andrew Gardner, Lisa Ferrari, Mary Rose Lamb, Yvonne Swinth

Review of protocols for summer research – Garrett may ask for help

### **IRB Web page**

Andrew G reviewed the work of the webpage subcommittee. Draft of the new IRB webpage/recommendations of the committee were reviewed

Garrett: Make it clear that due dates are for full board review, but still needs to go to a designate first for full board review. Maybe a short paragraph on the designate page re: working with the department designate

Anne: What about modification form and the follow-up form/final report (project completion report). Where would the person go to get them. Maybe have them on the front page, easy to access. Below the proposal form

Andrew: Could there be an actual calendar to look at due dates, etc...; when do students find out about IRB?

Garrett: Maybe need something re: student research.....help students know to go to the IRB.

Andrew G: May need to look at the webpage and find all the places where to funnel to the IRB?

Lisa: Will look and see if there is a calendar we should be on – discussion re: what might be the best calendar to be on

Andrew: Look at language on the webpage; consider “stronger” language such as deadline vs. due date (make it more clear)

Anne: Follow-up/final report needs a correction re: where the final report should go

Subcommittee will continue to work and bring more detailed information to the IRB meeting at the end of March.

Anne commented re: usefulness of flow charts (on federal pages) and some resources she has found helpful. Will send what she has to Andrew G

Action Item: Garrett is going to see if there are some good external resources for social sciences

### **Storage of IRB protocols**

Garrett raised the issue of how to store the protocols/what needs to be archived

Action Item: Lisa will talk to Jimmy and determine what needs to be done

### **PSC Report**

Lisa and Garrett met re: professional misconduct. PSC is still grappling with best way forward re: dual pathway

### **Student Member**

Still would like a student member. Lisa stated that ASUP president appoints. Lisa will look into how to get a student. Looking at a grad and undergrad member. For grad rep, each program could ask for a volunteer.

Action Item: Lisa will check in with ASUP; Lisa will check with John W and Anne PT for potential volunteers. Looking for students who could continue next year since we are already close to mid-term

Discussion whether the student should be a voting member.

Action Item: Lisa will find out details from by laws. Will vote next time re: this issue

### **Exempt**

Review of the requirement 46.101(b)(2)(i-ii) for exempt research. Discussed scenerios.

Discussed research in foreign countries

Will need to continue this discussion