

IRB Committee Minutes  
3 March 2005

Members present: Roger Allen, John Finney, Robin Foster, Kathi Lovelace, Yvonne Swinth, and John Woodward.

**I. Business**

1. IRB members approved the February 6 minutes

**II. Proposals Reviewed: The committee reviewed two protocols (#0405-010 through 0405-011).**

1. *Protocol #0405-010. (Note: This protocol was a modification and resubmission). Decision M/S/P Further modification needed as outlined below and in a letter sent to the investigator*

IRB members asked for the following revisions to this undergraduate study: (1) inform parents regarding the scope of interview questions; (2) clarify the description of the study; (3) correct spelling error on consent form; (4) clarify the time frame of the study; (5) consider the a title revision; (6) consider abandoning the interview; (7) update the interview guide to fit the purpose of the study.

2. *Protocol #0405-011. Decision M/S/P approval without revisions.*

**III. Other Business**

1. *Updates to website.*

Robin will contact Jimmy regarding changes needed to the IRB website based on her review

2. *FAQs/Common mistakes when putting together an IRB proposal*

Committee members will email Roger Allen any FAQs or common mistakes and Roger will compile a list to be reviewed during the April meeting.

The meeting adjourned at 1PM. The next scheduled meeting of the IRB is Thursday April 7, 2005 from 12:00-1:00.

Respectfully submitted 3/23/05  
Yvonne Swinth