

Report to the Faculty Senate
Institutional Review Board Activities
AY 2004-05
May 18, 2005.

The Institutional Review Board (IRB) held eight meetings, during academic year 2004-05. The final meeting of the academic year was on Tuesday May 17, for the purpose of reviewing the final research protocols submitted during this academic year.

IRB membership AY04-05

The Board was composed this year of the following members:

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|--------------------|--------------------------|
| Roger Allen, Chair | Physical Therapy |
| Patrick Coogan | Community Representative |
| John Finney | Associate Dean |
| Lisa Ferrari | Politics & Government |
| Robin Foster | Psychology |
| Kathi Lovelace | Business & Leadership |
| Yvonne Swinth | Occupational Therapy |
| John Woodward | Education |

Review of Human Research Protocols

During AY04-05, the Board conducted its primary task by reviewing twenty research protocols received from both faculty and student researchers representing the following departments:

Athletics
Comparative Sociology
Education
Occupational Therapy
Physical Therapy
Psychology
Religion

Following receipt of required revisions, eighteen protocols received Board approval and all investigations are currently underway.

In addition to protocols requiring full Board review, departmental representatives reported reviewing twenty-four additional protocols which, in the designate's judgement, qualified for either exempt or expedited review.

Any and all members of the University community are welcome to review the substance of Board discussions and decisions via the minutes posted on the University web site.

Noteworthy Issues Addressed

During the course of this year's reviews and discussions, two noteworthy issues were raised. The first was implementation of project change and completion oversight. The Board developed a two-page report form that investigators of IRB approved projects are required to complete and submit to the Board (c/o Office of the Associate Dean) within one year of project approval. All approval notifications sent to investigators now include this project change/completion form along with instructions for reporting progress and changes to any IRB approved research study.

The second issue addressed was revision of the IRB website. Early discussion of needed updates and modifications have been conducted, with beginning work on including samples of protocols and consent forms, along with FAQs and frequently encountered problems and troubleshooting regarding the preparation of IRB protocols.

Recommended Activities/Charges for AY05-06

In addition to the ongoing review of research proposals using human subjects this year's Board wishes to pass on the following two recommendations for next year's IRB activity.

- 1) Continue work on developing and implementing revision of the IRB website.
- 2) Continue implementing change/end of project reporting and monitor adherence to reporting requirements for projects approved during AY04-05.

Acknowledgements

Members of the Board would also like to take this opportunity to extend special thanks to our community representative, **Patrick Coogan**. Mr. Coogan is a retired Weyerhaeuser patent law specialist and long time resident of Tacoma. He has served on the IRB for the past five years without compensation of any kind, save the diverse intellectual stimulation derived from reviewing research protocols and sharing in the good company and respectfully thoughtful discussions which characterize monthly Board meetings. Entities such as the IRB cannot credibly exist without the integral involvement of conscientious individuals who are not affiliated with the institution. They serve a unique oversight role in this important process which helps protect the well being of human volunteer research subjects, faculty and student researchers, and the University as a whole. I can say, with complete confidence that all members of the Board will support

this conclusion, that Pat Coogan has been an enormous asset to the Board. His careful preparations, well reasoned opinions, unique and seasoned perspectives, and articulate discourse have raised the level debate and scope of consideration during all of our deliberations since he joined the Board.

All members of the Board would also like to express particular thanks to Associate Dean, University Registrar, and perennial Board member, **John Finney**. Through the years, John has been the glue holding the continuity and operations of the IRB together. His office has served as the main depot for receiving all protocols and correspondence related to the IRB. His contributions to Board deliberations have always been insightful, honest, and representative of the sound hand of reasonability. He does a huge amount of the work behind the scene. We wish to give him due credit and overdue sincere thanks.

Respectfully submitted,

Roger Allen, PhD, PT
Chair, Institutional Review Board
Associate Professor, Physical Therapy