

**Institutional Review Board Minutes
November 17, 1998**

Present: Wilson (Chair), Finney, Moore, Preiss, Wadsworth, Wells

Wilson opened the meeting at 9:02. Preiss distributed the minutes of the October, 1998, meeting and noted an error in the list of members present. With a correction to the list (adding Preiss), the minutes were read and approved.

Wilson welcomed Jane Moore, M.D. to the IRB. It was noted that Moore, a Tacoma resident, would serve as the community representative to the Puget Sound IRB.

Protocols considered:

9899-001-Revised:

Wilson reviewed the protocol, listed the concerns communicated to the author, and summarized modifications in the protocol resulting from the review process. Finney inquired as to the role of the physician in the administration of the treatment. A discussion ensued. Wilson concluded that the author had responded to all IRB concerns.

Approved: Vote, 6 Yes, 0 No.

Wilson called for a discussion of new business. Preiss presented documents related to the IRB Web Page. A general discussion of the function and content of the page ensued. It was agreed that the page would contain historical documents, government resources, and links to other university IRB pages. It was agreed that the UPS IRB page would "start small and expand as needed" rather than attempt to serve all populations at once. The rationale was that time would be required to determine what web resources were necessary. Also, logistics of maintaining the page were discussed. Potential topics on the page included Frequently Asked Questions, model protocols, policies on the use of animals, and a list of resources such as books and videotapes.

Wadsworth expressed her willingness to serve as the webmaster of the IRB site. Preiss agreed to assist in this endeavor.

The discussion moved to the topic of assembling a pool of books and journals related to the IRB's mission. Preiss produced a bibliography of books and government documents deemed "essential" by the IRB at the University of Illinois-Urbana-Champaign. Wilson noted that some resources for these purchases might be available from departments that rely extensively on the IRB. She agreed to investigate this possibility. Also, Wilson agreed to contact the library in search of resources to subscribe to the journal "IRB."

Wilson asked for a discussion of other business. Hearing none, she adjourned the meeting at 9:48.

Respectfully submitted,

Ray W. Preiss, Secretary