

Office of Research
Minutes of the
Institutional Review Committee for the Protection of Human Subjects
November 6, 2006

The Institutional Review Committee for the Protection of Human Subjects met at 1:30 p.m. on Monday, November 6, 2006, in the Deans' Conference Room, Derryberry Hall. Dr. Tony Baker served as chairperson. The attendance and agenda were as follows:

Present

Dr. Tony Baker
Dr. Sharon Berk
Dr. Patricia Campion
Dr. Michael Clark
Dr. Jann Cupp
Dr. Ismail Fidan
Dr. Linda Giesbrecht-Bettoli
Dr. Lachelle Norris
Dr. Francis Otuonye
Mr. James Rogers
Dr. Jan Turner

Absent

Dr. Shelia Green

Guest present: Dr. Robby Sanders

I. The agenda and supporting documents were distributed prior to the meeting

II. Approval of Agenda

A motion was made by Dr. Turner, seconded by Dr. Cupp, and unanimously passed to approve the agenda.

III. Approval of the Minutes of the September 11, 2006, meeting

A motion was made by Dr. Cupp and seconded by Mr. Rogers and passed to approve the minutes of the September 11, 2006, meeting.

IV. Committee membership and representation:

a. Revision of wording in procedures on number of committee members

Item IIIa of the committee procedures states "A minimum of five (5) and a maximum of nine (9) persons as members with varying backgrounds to promote complete and accurate review of research and related activities." It was moved by Dr. Giesbrecht-Bettoli and seconded by Mr. Rogers that "and a maximum of nine (9)" be deleted from the committee procedures. The motion carried. The rationale for the change was that the number of colleges with graduate degrees has increased, as well as departments within colleges. The colleges are now more diverse with different focuses. Therefore, additional representatives are needed.

b. Nursing representative

Dr. Green, the representative from Nursing, is unable to attend the meetings because of clinicals on Monday afternoons. It was mentioned that in the past the meetings had been held on Friday afternoons, and the Nursing faculty representative was unable to attend at that time as well because of clinicals. It was suggested that the Nursing representative be continued and that the nursing member will be asked to assist with expedited reviews, even though they may not be able to attend the regularly scheduled meetings.

c. Curriculum and Instruction representative

Dr. Baker stated that he had not spoken with the departmental chair in Curriculum and Instruction. He stated that a workshop was arranged for the Department of Curriculum and Instruction with approximately 25-30 faculty and graduate student attendees whose proposals the committee will typically see, and the information disseminated was well received. Dr. Baker stated that these workshops will continue and that the workshops may be held in lieu of a faculty representative from Curriculum and Instruction. The workshops may also be in addition to a representative from C & I. Dr. Giesbrecht-Bettoli suggested that if the committee could get one of the Teacher Education faculty members involved with reviewing the research proposals that it would save lots of problems in that department. Dr. Sandy H. Smith will be contacted regarding assistance in this regard. It was also pointed out that Dr. Lisa Zagumny teaches a research methods class in the Department of Curriculum and Instruction. Dr. Zagumny will be reviewing the exempt research proposals instead of Dr. Matt Smith.

V. Full board review of proposal of Benjamin Clark.

Mr. Clark's proposal entitled "Levels of Exposure to Violent Media among Juvenile Offenders" was distributed with the agenda in order for committee members to have sufficient time to review the proposal prior to the meeting. The proposal involves both minors and prisoners. Considerable discussion ensued. Dr. Giesbrecht-Bettoli was knowledgeable about the proposal. Several committee members made suggestions for revisions and/or corrections. Dr. Giesbrecht-Bettoli agreed to contact Mr. Clark and advise him of the suggested corrections and revisions and ask him to redo the proposal and submit back to the committee for full board review at the January 22, 2007, meeting.

VI. Report on reviews since last meeting

Dr. Baker distributed a spreadsheet showing nine expedited and six full board reviews by the committee since September 2006. Dr. Baker stated that he has spoken with Drs. David Larimore and Lisa Zagumny, who teach research methods for graduate students, and discussed human subjects review procedures and believes with their assistance the poorly prepared drafts can be eliminated.

VII. Discussion of revised Form A, interactive Form B, revised flow chart

The Form A, interactive Form B, and revised flow chart were discussed at length. Some members thought the revised signature block for full board and expedited review was confusing and suggested that it be changed back to the previous format. Several other minor corrections were suggested and will be made and submitted to the committee for approval.

VIII. Discussion of circulation/communication procedures for reviewing expedited proposals.

Dr. Baker advised the committee how he had been handling the expedited reviews and stated that it was working out pretty well and that the expedited reviews were being handled pretty quickly. He requested the committee to give him any feedback about how this could be more expeditiously.

IX. Discussion of meeting frequency and review procedures during summer months

Dr. Baker reiterated that there is no regularly scheduled summer meeting but that if necessity dictates a called summer meeting could be held. This discussion will be an agenda item for the January 22, 2007, meeting.

X. Outreach efforts: updates and ideas

The College of Education workshop that was initiated earlier this semester may be continued. It was the consensus of the members that these outreach efforts could do a lot to improve the first drafts of the proposals.

XI. Such other matters

Dr. Giesbrecht-Bettoli distributed an e-mail she had received regarding funded QEP project to assess the necessity of a human subjects review. She stated that TTU students and middle school students will be recruited and formed into teams of two mentors (TTU) and two or more middle school students each to develop and conduct age-appropriate (middle school) science fair projects. The published rules of the international science fair committee will guide the actual science projects, for example restricting the use of hazardous materials and limited the use of animals and humans as subjects. It was suggested that the QEP set quality standards for the projects and draw up a simple form to address these issues. This information will be relayed to Dr. Ada Haynes.

XII. Adjournment

A motion was made by Dr. Cupp, seconded by several, and passed unanimously to adjourn the meeting at 3:05 p.m.

Respectfully submitted,



Sue Smith, Secretary

