

# MINUTES

November 7, 2022, 1:30 p.m. | Provost's Conference Room, 200 Derryberry Hall

TENNESSEE TECHNOLOGICAL UNIVERSITY

Institutional Review Board for the Protection of Human Subjects

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**Present:** Steve Seiler (chair), Michael Adduci, Megan Atkinson, Michael Clark, Queen Ogbomo, Sue Piras, Chad Rezsnyak, John Rust, Darek Potter, Tony Michael, Carl Pinkert

**Absent:** Meral Anitsal, Chris Burgin, Melinda Anderson, Steve Frye, Paula Taylor-Greathouse, Ajit Korgaokar, Sally Pardue

**Executive Officer:** Carl Pinkert

**Recording Secretary:** Jill Dicey

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- **Welcome**  
Call to Order: 1:34 p.m. Dr. Seiler Introduced Dr. Carl Pinkert, Interim VP for research

- **Approval of the Agenda**  
(Motion to approve Agenda made by Michael/seconded by Atkinson)

**Motion CARRIED to Approve Agenda.**

- **Approval of Minutes of Sept. 19, 2022**  
(Motion to approve Minutes made by Rezsnyak/seconded by Anitsal)

**Motion CARRIED to Approve Minutes.**

- **Discussion of Expedited Reviews Since the Last Meeting**  
Floor was opened for discussion. It was noted that the Betsy Moon application does not have a status. Dr. Seiler advised it was approved 9/6/22.

- **Discussion of Vice Chair/Temporary Chair for Spring 2023**  
Dr. Seiler advised that his availability will be reduced in the Spring and to avoid any potential delays for applications he suggested a Vice Chair or temporary chair be appointed by the committee who will have the authority to process expedited applications. Michael Clark volunteered to fill that role. No objections were heard.

- **Review of Exempt, Expedited, & Full Board Requirements and Expedited Review Process**

- Exempt requires only Department Reviewer
- Expedited requires a board sub committee of three members to review
- Full Board requires the entire IRB Board to review
  - When in doubt, push to next level, more reviewers is better
  - IRB is there to protect the University *and the PI*

- Consider the three Basic Principles of the Belmont Report; Respect of persons, beneficence and justice
  - Reviewer can ask for references to show base line knowledge and a scientific agenda
  - Committee can invite expert to meeting for feedback
  - Only way to reject is by full-board
- **Such Other Matters**  
Queen Ogbomo asked if IRB is required element of grant should it be obtained at the time of the proposal or after award is received. Dr. Seiler recommended doing that at the proposal stage.  
  
Dr. Pinkert inquired if any other training is required for IRB members besides the CITI training. Dr. Seiler advised that there is not. Dr. Pinkert advised that there is available training through the OHRP site, Primer Plus and FDA. Some of the training is specific to IRB Chairs and IRB leadership. Other institutions mandate the training for chairs but make it available to all IRB members. Dr. Seiler will send a survey to the committee members.
  - **Adjournment** (Motion to adjourn made by Piras/seconded by Potter)  
Meeting adjourned at 2:11 p.m.

Respectfully submitted,  
Jill Dicey, Recording Secretary, Office of Research