

University of Louisiana at Monroe  
Institutional Review Board  
September 12, 2012  
Minutes

Meeting was convened at 2 p.m., at 640 Library, on the ULM campus. Present were Dr. Connie Smith, chair; Dr. Scott Baggaly, Mrs. Sandra Blate, Dr. Melissa Melancon, and Dr. Claire Stammerjohan.

Dr. Joydeep Bhattacharjee, Dr. Jessica Lasiter, Dr. Lynn Clark, and Dr. Ann Findley were absent.

I. Welcome

II. Proposal Review

a. Dr. Karen Frye – “Evaluating Project DREAMS”

- Comments:
1. This project was labeled as Summer 2012 but summer is over. Was this project completed over the summer without IRB approval?
  2. There is only one survey attached. Will the same survey be used for the pre-, post-, and follow-up the next year?
  3. Where will the program be conducted? In the IRB it says ULM Library and CCM but the informed consent says Golden Pond.
  4. Dr Carl Thameling signed the IRB for Father Lijo Thomas. Do we need the collaborators original signature?
  5. Participants are teenagers so they would need to give their assent as well. Need to add a line to the Informed consent for “Signature of Participant”.
  6. We also need a letter of support from Ouachita High School.

III. Proposal Process

The committee discussed the current proposal process, and decided that as long as the requests were being reviewed and returned in a timely manner, the process would remain the same. That means that exempt and expedited review projects will be sent to various members for review instead of waiting for a full board review on the next scheduled date.

IV. Case Study Reports

Case study reports were discussed in detail. It was determined that case studies generally fail to meet the federal definition of research because there is no intent to test a hypothesis via systematic analysis. As a result, case studies generally qualify for exempt review by the IRB provided that the study does not involve a sensitive topic, the subjects’ identity is protected, and does not involve at-risk or special populations. All case studies must be submitted to IRB and a determination will be made on an individual basis.

There was no other business.

Meeting was adjourned 2:55 p.m.