### Institutional Review Board (IRB) Minutes

**Date:** 04/04/2019  
**Start Time:** 3:30 AM  
**Adjournment Time:** 5:00 PM  
**Location:** Sandel Hall 209  
**Type of Meeting:** Regular

<table>
<thead>
<tr>
<th>CHAIR</th>
<th>Dr. Carl Thameling</th>
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<tbody>
<tr>
<td>SECRETARY</td>
<td>Dr. Carl Thameling</td>
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<tr>
<td>ATTENDEES</td>
<td>Dr. Debra Craighead, Dr. Srinivas Garlapati, Dr. David Hale, Dr. Liz Lafitte, Dr. Stan Williamson, Dr. Carl Thameling, Chair, Ms. Judith Kalinich, Ex-Officio</td>
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<tr>
<td>ABSENT (EXCUSED)</td>
<td>Dr. Yiting Chu, Ms. Donna Eichhorn, Dr. Terry King, Ms. LaWanna Gilbert-Bell, Ex-offio, Ms. Diana Gooden, Ex-Officio</td>
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### Agenda

#### GENERAL ANNOUNCEMENTS

Next meeting is scheduled May 2.

#### DISCUSSION TOPICS

- Introduction of new member: Dr. Catherine Estis
- Quality Improvement Projects (QIP)-Do they need IRB approval -Dr. Craighead
- Proposal for full board review – IRB938
- Proposal for full board review – IRB947
- Policy on the number of extensions a PI can request for an original proposal submitted for approval.
- Extra Credit Policy-meet with Dean Council

#### CONCLUSIONS

1. Dr. Estis was greeted, introduced and welcomed as a new member of the IRB.  
2. QIP's needing IRB approval will be determined on a case by case submission. In many instances QIP's really do not involve participants and are created for the sole purpose to improve the quality of a discipline's program of activities or update the curriculum.  
3. IRB938, and 947 were not approved and suggested revisions will be sent to PIs  
4. Extensions will be denied based on the age of of an original proposal and other criteria such as, changes in the research culture or the phenomenon under examination may have changed theoretically or practically.  
5. Dr. Carl Thameling will meet with Dean Council to develop a university wide policy on extra-credit options for students in the classroom.

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<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
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Approved by committee/council chair  ☐ Yes  on 4/10/2019