Institutional Review Board (IRB) Minutes

Date 09/28/2022   Start Time   3:08 PM   Adjournment Time   4:49 PM   Location   Zoom

Type of Meeting   ☒ Regular   ☐ Special

CHAIR	Dr. Robert Hanser
SECRETARY	Dr. Karen Arrant
ATTENDEES	Dr. Robert Hanser (Chair); Dr. David Hale (Vice-Chair); Dr. Karen Arrant (Secretary); Dr. Yiting Chu; Dr. Samuel Shannon; Dr. Joyce Zhou; Ms. Donna Eichhorn; Dr. Arie Spitzfaden; Ms. Summer Moore; Ms. Judy Naslund (Ex-Officio); Ms. LaWanna Gilbert-Bell, Ex-Officio
ABSENT (EXCUSED)	Dr. Srinivas Garlapati (excused); Ms. Megan Risinger (excused)

Agenda

GENERAL ANNOUNCEMENTS	

1. Welcome and Call to order: Dr. Hanser introduced Ms. Gilbert-Bell, who expressed her appreciation to the committee members and welcome to new members.

2. Announcements/Reminders:
   a. Dr. Hanser will ask future proposal revisions to be submitted in an obvious format such as red font, bold font, or yellow highlight to make changes easy to locate for the reviewers. Ms. Eichhorn stated she had to use Design mode in order to make highlighted changes in her revisions.
   b. For committee member consideration and future discussion: are the 'purpose' and 'significance of the study' issues the IRB should be concerned with during a proposal review? Ms. Eichhorn stated our role is not to editorialize the proposals, as well.
   c. Dr. Hanser addressed the need for faculty oversight of graduate school student proposals to ensure correct/appropriate submissions.
   d. Ms. Eichhorn asked to remind the group of the definition of our role and to focus on participant safety.

DISCUSSION TOPICS	

New Business
1. Review/meeting with PI of IRB 1227

2. Review/meeting with PI of IRB 1228

CONCLUSIONS	

IRB 1227: The committee decision was this proposal #1227 is approved with revisions. (Motion made by Spitzfaden/Seconded by Shannon).
IRB 1228: The committee decision was this proposal #1228 is approved with revisions. (Motion made by Eichhorn/Seconded by Zhou).

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
none		

Approved by committee/council chair   ☒ Yes   on   10/7/22