

INSTITUTIONAL REVIEW BOARD MINUTES

November 20, 2014

I. Call to Order:

A. Meeting called to order at 9:27 am.

Members Present:

Total 12

Voting Members 11

Non-scientists 2

B. Members Absent 4

Quorum met, Attendance was as follows:

Members	In Person	Via Phone	Via Vtel	Absent	Absent with notice	Voting Member
Xiaoli Su (Chair)	X					YES
Karen Ross (NS)	X					YES
Jonathan Taylor	X					YES
Gurumani Manish	X					YES
Joel Campbell			X			YES
Cozetta Shannon				X		YES
JeeHae (Helen) Lee			X			YES
William Heisler		X				YES
Sandra Pollock			X			YES
Susan Sarapin					X	YES
Michael Green	X					YES
Tom Reiner			X			YES
Chase Taylor (NI)(NS)				X		YES
Kathleen Sauer (NI)(NS)		X				YES
Dianne Barron (ExOfficio)(HPA)					X	NO
NS: Non-scientist member / NI: Non-institutional member						
Guest : Mary Anne Templeton, Associate Dean Dr. Heisler, Dr. Pollock, and Mrs. Sauer were present at roll call; however, due to connection complications were unable to maintain their presence in the meeting after 9:27 am. Quorum was maintained throughout the meeting.						

II. Electronic Election of Chair Elect Results

Dr. Jonathan Taylor accepted the Chair Elect position after a unanimous electronic vote by the IRB

III. Approval of IRB Minutes

Approval of IRB Minutes from the October 16, 2014 meeting:
Motion to approve the minutes: Dr. Ross; Second: Dr. Campbell
The motion passes unanimously

IV. IRB Productivity: Chair Comments and IRB Discussion

A. Exempt Applications: 3

B. Expedited Approvals: 1

1. 201409002-Gibson C: Education of Intravenous Heparin Policy/Procedure in a Community Hospital to Decrease Medication Errors. DNP Student/Troy. Dr. Lee & Dr. Su.

C. Withdrawn: 1

D. Continued Review Approvals and Modifications: 1

E. Pending Full Review: 2

1. 20141008-Garst: What Are the Effects of Positive Behavior Support on Discipline Referrals? Student/Dothan.
2. 201410005-Burger, Benson & Spurlock: The Effect of Video on Traditional Rehabilitation Protocols. Faculty/Troy.

F. Full Review Approvals: 1

1. 201409001-Smith: Sleep Disturbances in Primary Care Patients: Evaluation of Screening Practices. DNP Student/Troy. Full.

G. Pending Expedited Review: 2

1. 201410013-Davis: Improving Student Attendance through Clubs. Student/Dothan. Dr. Su & Dr. Sarapin. Expedited. Dr. Su & Dr. Sarapin.
2. 201411004-Rolen: How to improve the donor experience at a division I athletics department in order for increased donations and higher retention rates among athletic donors. Student/Troy. Expedited.

H. Pending Review: 4

1. 201410009-Steger: Technology and Professional Development: Teachers Leading the Way. Student/Dothan. Initial.
2. 201410006-Hollett, Sluder & Howard-Shaughnessy: The effect of field experience on the readiness of preservice physical education teachers before and during internship. Collaborative/Troy. Initial.
3. 201410012-Robinson: Investigation of the relationship that exists between athlete identity and the career efficacy available after sport. Student/Troy. Dr. Su & Dr. Reiner. Expedited.
4. 201410015-Andrews: Micro Inequities: Through the Eyes of the Beholder. Student/Montgomery. Initial.

I. Needs Revisions or Information: 14

1. 201408001-Gourley: A Java Management Tool for Students within a Microsoft Operating System Environment. Student/Montgomery. Initial.
2. 201409005-Mago: Examining and modeling the social drivers of drinking in U.S. adults. Faculty/Troy. Full.
3. 201410002-Doss, Krach & McCreery: The effectiveness of an electronic social-skills training program as a secondary (Tier 2) Positive Behavioral Intervention and Supports (PBS/PBIS) intervention. Faculty/Montgomery. Full.

4. 201410014-Kamilov: Exploration of Intercollegiate Athletes' Attitudes toward Homosexual Males and Females. Student/Troy. Dr. Su & Ms. Sauer. Expedited.
5. 201409006-Lawton: The Classroom Teacher's Role in Digital Assessment. Faculty/Global. Dr. Su & Dr. Ross. Expedited.
6. 201409004-Walls & Long: An Examination of the Relationship between Product Selection and the Extent to which Individuals Identify With Their Favorite College Football Team. Student/Phenix City. Dr. Su & Dr. Lee. Expedited.
7. 201409003-Hicks & Wimbish: Project PreK to K Literacy Transition Year 2. Faculty/Dothan. Initial.
8. 201410003-Hamby & Wheatley: Instructional Methods Survey and Student Satisfaction. Faculty/Troy. Dr. Su & Dr. Ross. Expedited.
9. 201410010-Vogt: Factors Effecting the Choice of Major by Student-Athletes. Student/Troy. Dr. Su & Dr. Taylor. Expedited.
10. 201410007- Weber: The Importance, Utilization, and Perceived Effectiveness of Social Media to Accomplish Organizational Objectives at Academic Sport Management Programs. Expedited. Student/Troy. Dr. Su & Dr. Heisler. Expedited.
11. 201410011-Mersch: Evaluating the economic impact of sport tourists' expenditures associated with a university's football season attendance. Student/Troy. Dr. Su & Dr. Taylor. Expedited.
12. 201411016-Abdul-Aleem: An Exploratory Study of Motivation and Its Effects on Training Habits. Student/Troy. Initial.
13. 201411002-Mousa: Education Contribution. Student/Troy. Administrative Determination.
14. 201407001- Pittman, Orrock & Faircloth: Hegemonic Masculinity, Depression, & its impact on Couples: Tools for Growing Emotional Intimacy. Collaborative/Troy. Full.

J. Outside Research Applications Pending: 1

K. Outside Research Approvals: None

V. Review of Current Proposals for Full Review:

A. 20141008-Garst: What Are the Effects of Positive Behavior Support on Discipline Referrals? Student/Dothan.

1. Full review of protocol begins at 9:35 am. Dr. Conner is present for review via Vtel and Mrs. Garst is connected by phone at 9:38.
 - a. Mrs. Garst provides an overview of the study.
 - b. Mrs. Garst answers questions from IRB members from 9:41 to 9:47 am.
 - c. Mrs. Garst and Dr. Conner exit meeting at 9:47 am.
 - d. Discussion continues from 9:48 to 10:05 am.
2. Summary of Discussion and Recommendations:
 - a. Date of proposed research
 - i. Needs to change date to upon IRB approval.
 - b. Description of Participants and Recruitment
 - i. Should clearly describe how the PI will recruit the teachers in their research
 - ii. Needs to provide a script for recruiting teachers in the research

- c. Methodology
 - i. Needs to clearly state that the discipline data and referral data are collected on aggregate level. If they are on individual level, need to clearly state that coded numbers will be assigned to students and the code numbers will be used to compare student's behavior instead of students' names (as described by the PI during IRB interview).
 - ii. Needs to describe the intervention in detail, including what the actions are (the intervention that the teachers will use), how long each action lasts, what type of behavior problem each action targets at, the expected results/outcome of each action, and the sequence of the actions.
 - d. Risks of Participation
 - i. Needs to acknowledge coercion issues. Also should clearly state that, in the informed consent form, the PI lets the parents know that refusal to participate in the research will not affect students' grades and standing in the class, their relationship with teachers, and things that their children entitled otherwise.
 - ii. Needs to acknowledge confidentiality issue. Also should clearly state that protective measures to ensure confidentiality of the data (where and how data will be stored; who will have access to data; how long data will be stored).
 - e. Benefits of participation:
 - i. Should revise "Teacher could benefit from viewing the data..." to "Teacher could benefit from viewing the research results..."
 - f. Informed Consent Process:
 - i. Should clearly describe how to obtain informed consent from parents. Will students take the informed consent form to their parents and the signed form will be mailed back to school? Need to clearly describe the process.
 - g. To Informed Consent Form:
 - i. For teachers: Needs to clearly state that their refusal to participate in the research will not affect their relationship with the PI.
 - ii. For parents: Needs to clearly state that their refusal to participate in the research will not affect their children's grades and standing in the classes, their relationship with teachers, and things that the students entitled otherwise.
 - iii. For all informed consent forms, should revise to reflect the revisions to the Risks of Participation section and Methodology section in the application.
 - 3. Vote: Motion Not Approve as Written: Dr. Green, Second; Dr. Manish. Motion passes unanimously at 10:05.
 - 4. Vote: Motion for Chair to review revised Application: Dr. Ross, Second Dr. Campbell. Motion passes unanimously at 10:05.
- B. 201410005-Burger, Benson & Spurlock: The Effect of Video on Traditional Rehabilitation Protocols. Faculty/Troy.
- 1. Full review of protocol begins at 10:06 am.

- a. Discussion continues from 10:06 to 10:30 am.
- 2. Summary of discussion and recommendations:
 - a. Date of proposed research
 - i. Needs to change starting date to a later date. The starting date cannot predate the IRB approval.
 - b. Description of Participants and Recruitment
 - i. The PIs need to provide a script for recruiting participants.
 - c. Methodology
 - i. The PIs need to provide a copy of the video that will be used in the research.
 - ii. Should clarify whether or not the PIs will have access to medical records of participants who will be recruited from Troy University Athletics.
 - iii. The data needs to be stored at least three years.
 - d. Risks of Participation:
 - i. Needs to acknowledge confidentiality issue since the PIs will collect data on medical history and may need to access participants' medical records (pending clarification --revision #4). Also needs to clearly state that the protective measures will be able to reduce the risk to minimal.
 - ii. It seems that participants' email addresses will be collected. Needs to clearly state how participants' email addresses, other identifying information, and collected medical history data will be stored (where and how the data will be stored; who will have access to this data; how long the data will be stored).
 - iii. The data needs to be stored at least three years.
 - e. Informed Consent Process:
 - i. Should clearly describe how to obtain parents' informed consent if participants are under 19 years old.
 - f. To Informed Consent Form:
 - i. Should revise the informed consent form to reflect the revisions to the Risks of Participation section of the application.
- 3. Vote: Motion to Not Approve as Written: Dr. Campbell, Second; Dr. Manish. Motion passes unanimously at 10:30.
- 4. Vote: Motion for Chair to review revised Application; Dr. Campbell, Second; Dr. Ross. Motion passes unanimously at 10:30.

VI. Discussion of Corrections and Updates to Research proposals under Full Review:
 201409001-Smith: Sleep Disturbances in Primary Care Patients: Evaluation of Screening Practices. DNP Student/Troy. Approved.

VII. New Business and Information Items:
 None reported

VIII. Training: Expedited Reviews

Dr. Templeton and Dr. Su provided an overview of expedited review process and answered questions from IRB Members.

IX. Adjourn

Motion to Adjourn: Dr. Campbell, Second: Dr. Ross.

Motion passed unanimously.

Meeting adjourned 10:43 am.