

INSTITUTIONAL REVIEW BOARD Minutes

Thursday, August 16, 2012
 Patterson Hall Conference Room 330
 Troy University: Troy Campus

I. Call to Order

A. Meeting was called to order at 9:00am

Members Present:

Total	11
Voting Members	10
Non-scientists	2

Quorum was met, Attendance was as follows:

Members	In Person	Via Phone	Via Vtel	Absent	Absent with notice	Voting Member
Gina Mariano (chair)	X					YES
William Foxx			X			YES
Shari Hoppin (NS)	X					YES
Karen Ross (NS)	X					YES
Cozetta Shannon			X			YES
Emma Peden				X		YES
William Heisler			X			YES
Christopher Pritchett			X			YES
Frank Hammonds	X					YES
Michael Green	X					YES
Dionne Rosser-Mims				X		YES
Robert Abbey		X				YES
Susan R. DuBose (NI)				X		YES
Chase Taylor (NS)(NI)					X	YES
Janet McNellis (HPA)	X					NO

NS: Non-scientist member / NI: Non-institutional member

The Vtel connection at the Phenix City location was providing a visual connection but no sound connection at 9 :00am. The sound was restored to the Phenix City Vtel connection at 9:18am.

B. Welcome and introduction of new IRB members:

1. Dr Mariano introduced the new IRB members who included: Dr. Green and Dr. Ross from the Troy campus; Dr. Shannon from Montgomery's campus; and Dr. Heisler from the Global campus.
2. Dr. McNellis announced Dr. Green to be the HIPPA Representative for the

IRB and recommended HIPPA training for any member who may have interest.

II. Approval of IRB Minutes from the last meeting on June 21, 2012

A. Corrections to minutes:

1. Change section XI to IX

B. Motion to approve all minutes: Dr. Abbey; Second: Dr. Hoppin

The Motion passed with 9 in favor and 1 abstaining at 9:08.

III. Chair Reports on IRB Productivity:

A. Discussion of protocols approved under Expedited Review:

1. 201206008-Lewis: The Impact of Culture on Faculty Use of Established and Emerging Technologies in Higher Education (Dr. Carmen Lewis & Dr. Cherrie Fretwell) Received expedited approval on 07/03/2012.

2. 201206005-Weed: Perinatal Nurses Perceptions Related to Competency Assessments (Dr. Diane Weed, Brenda Maddox & Renee Waller-Wise) Received expedited approval on 07/09/2012.

B. Discussion and review of protocols under Full Review at the June 21, 2012 IRB meeting:

1. 201206001-Gillespie: Positive Reminiscence as an Evidence-based Intervention for Coping with Terminal Illness in Hospice Care. Update: Ms. Gillespie is currently in the process of making the changes to her protocol recommended by the IRB in the June 2012 Full Review.

C. There are no pending applications.

IV. Report from Human Protections Administrator

A. Revisions to Continuing Review form

B. Motion to approve revisions: Dr. Hoppin; Second: Dr. Hammonds. The motion passed unanimously at 9:13.

C. The IRB database is being updated from Excel to Access.

D. Dr. McNellis encourages IRB members to review the IRB policies and procedures and to forward suggestions for revision or change to her.

V. Training Needs

Dr. McNellis will be conducting IRB training in August or September. Dr. McNellis is available to conduct IRB training for faculty or classes as needed.

VI. New Business

The next Institutional Review Board meeting is scheduled for Thursday, September 20, 2012.

VII. Adjourn

Motion to adjourn: Dr. Avery; Second; Dr. Heisler. Motion passed unanimously. Meeting adjourned at 9:22am.