

Institutional Review Board Minutes

September 16th 2010

I. Call to Order:

Meeting was called to order at 9:05 A.M.

Members present: (Scientific/Non-scientific)

In Person: Dr. Dianne Barron, Dr. Eddie Clark, Dr. Shari Hoppin, Dr. Tim Buckner, Dr. Frank Hammonds and Mr. Chase Taylor

Via V-Tel: Dr. Glenda Avery, Dr. Emma Peden, and Dr. Richard Cardarola

Absent with notice: Dr. Robert Abbey and Dr. Dennis Self

Absent without notice: Dr. Brad Willis and Dr. Isabelle Warren

II. Approval of the Agenda

The associate provost, Dr. Dianne Barron, called for the vote on the schedule of the IRB meeting for the upcoming year. Dr. Hoppin made a motion to approve the agenda with the recommended changes. The motion carried with all was approved.

III. Approval of the minutes

The associate provost, Dr. Dianne Barron, called for the vote on the previous meeting's minutes and all IRB members motioned with approval.

IV. Chair Comments on IRB Productivity

Since March 18th, the IRB received a total of 8 applications, four were exempt, two were pending and two applications for a continuation of a pre-approved study. Six of these applications were investigated by faculty while two were cooperation between students and faculty.

V. Election of the IRB chair

Dr. Dianne Barron opened the floor for the IRB chair nomination, Dr. Frank Hammonds, nominated himself and received a unanimous approval.

VI. Discussion of the objectives for next year

The Associate Provost, Dr. Dianne Barron, presented the draft for an updated IRB application for continuance of preapproved studies. This one should give more clarifications on the investigators and the changes made to the research submitted and approved previously. Dr. Barron also suggested creating a link for the Informed Consent from the section titled in the IRB Policies and Procedures Manual located on the IRB webpage. The link would take the researchers to the section containing the requirements for an Informed Consent.

A subcommittee was created for the review of the IRB policies and procedures. The subcommittee includes: Dr. Janet McNellis, Dr. Glenda Avery, Dr. Eddie Clark, Dr. Richard Caldarola, and Dr. Frank Hammonds.

VI. Adjourn

The meeting was adjourned at 9:35 A.M.