

INSTITUTIONAL REVIEW BOARD MINUTES

February 19, 2015

I. Call to Order:

A. Meeting called to order at 9:04 am.

Members Present:

Total 11

Voting Members 10

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						
Dr. Green entered meeting at 9:12 am.						

II. Approval of IRB Minutes

Approval of IRB Minutes from the January 15, 2015 meeting:

Motion to approve the minutes: Dr. Ross; Second: Dr. Lee

The motion passes unanimously

III. IRB Productivity: Chair Comments and IRB Discussion

A. Exempt Applications: 0

B. Withdrawn: 0

C. Expedited Approvals: 10

1. 201410006-Hollett, Sluder & Howard-Shaughnessy: The effect of field experience on the readiness of preservice physical education teachers before and during internship. Collaborative/Troy. Dr. Su & Dr. Taylor. Expedited.
2. 201411005-Smith: Perfectionism and Motivation Signaling Athlete Burnout in Collegiate Majorettes. Student/Troy. Dr. Su & Dr. Taylor. Expedited.
3. 201410007- Weber: The Importance, Utilization, and Perceived Effectiveness of Social Media to Accomplish Organizational Objectives at Academic Sport Management Programs. Student/Troy. Dr. Su & Dr. Heisler. Expedited.
4. 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.
5. 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.
6. 201410010-Vogt: Factors Effecting the Choice of Major by Student-Athletes. Student/Troy. Dr. Su & Dr. Taylor. Expedited.
7. 201412001-Woodbridge: The relationship between imagery use and self-confidence and self-efficacy in collegiate track and field athletes. Student/Troy. Dr. Su & Dr. Pollock. Expedited.
8. 201501003-Mariano, Hammonds & Dozier: Basic Statistics for Undergraduate Students: Can Metacognition Help Improve Grades. Collaborative/Troy. Dr. Su & Dr. Manish. Expedited.
9. 201410015-Andrews: Micro Inequities: Through the Eyes of the Beholder. Student/Montgomery. Dr. Su & Dr. Manish. Expedited.
10. 201501007-Carter: Group Dynamics and Effectiveness. Faculty/Troy. Dr. Su & Ms. Sauer. Expedited.

D. Outside Research Applications Pending: 3

E. Outside Research Approvals: 0

F. Continued Review Approvals and Modifications: 0

G. Pending Full Review: 3

1. 201501008-Brooks: Dialogue on Race Relations. Faculty/Dothan. Full.
2. 201502002-Smith,... Wakefield: Effects of PNF stretching on hamstring muscles. Student/Troy. Full.
3. 201502004-Yates & Hammonds: Preference for Group Therapy Discussions and Activities. Collaborative/Troy. Full.

H. Full Review Approvals: 3

1. 201410002-Miller-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. Approved.
2. 201410008-Garst: What Are the Effects of Positive Behavior Support on Discipline Referrals? Student/Dothan. Approved.

3. 201409003-Hicks & Wimbish: Project PreK to K Literacy Transition Year 2. Faculty/Dothan. Approved.
- I. Pending Expedited Review: 1
 1. 201502003-Duffy & Hammonds: Does texting and knowledge of text abbreviations/acronyms affect spelling and literacy? Collaborative/Troy. Dr. Su & Dr. Campbell. Expedited.
 - J. Pending Review: 4
 1. 201501004-Wilborn: Division I Athlete Burnout. Student/Troy. Dr. Su & Dr. Reiner. Expedited.
 2. 201501006-Fleming: An Investigation of the Relationship between Student-Athlete Academic Self-Efficacy and Motivation. Student/Troy. Dr. Su & Dr. Taylor. Expedited.
 3. 201410014-Kamilov: Exploration of Intercollegiate Athletes' Attitudes toward Homosexual Males and Females. Student/Troy. Dr. Su & Ms. Sauer. Expedited.
 4. 201410016-Abdul-Aleem: An Exploratory Study of Motivation and Its Effects on Training Habits. Student/Troy. Initial.
 - K. Needs Revisions or Information: 9
 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. 201409006-Lawton: The Classroom Teacher's Role in Digital Assessment. Faculty/Global. Dr. Su & Dr. Ross. Expedited.
 4. 201410003-Hamby & Wheatley: Instructional Methods Survey and Student Satisfaction. Faculty/Troy. Dr. Su & Dr. Ross. Expedited.
 5. 201410005-Burger, Benson & Spurlock: The Effect of Video on Traditional Rehabilitation Protocols. Faculty/Troy. Full.
 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. 201501002-McDonald: The Hiring Game. Faculty/Troy. Initial.
 8. 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. Dr. Su & Dr. Shannon. Expedited.
 9. 201501005-Colley: Cacao farming and cocoa production in Haiti: Does fair trade or organic certification matter? Faculty/Phenix City. Dr. Su & Dr. Lee. Expedited.

IV. Review of Current Proposals for Full Review:

- A. 201501008-Brooks: Dialogue on Race Relations. Faculty/Dothan. Full.
 1. Full review of protocol begins at 9:14 am. Dr. Brooks was present for review.
 - a. Dr. Brooks provides an overview of the study.
 - b. Dr. Brooks answers questions from IRB members from 9:20 to 9:31 am.
 - c. Dr. Brooks exits meeting at 9:31 am.
 - d. Discussion continues from 9:32 to 9:45 am.
 2. Summary of Discussion and Recommendations:
 - a. Methodology

- i. Needs to describe how the focus group will be divided, and if each of the participants will be assigned a number as the PI indicated.
 - b. Risks of Participation
 - i. Needs to clearly state where and how the data will be stored, who will have access to the data, and how long the data will be stored.
 - ii. Needs to clearly state there are risks of breaching confidentiality, given the nature of focus group. Also, needs to clearly state that the PI will reduce the risks to no more than minimal by using the protections measures, e.g., educating the participants on non-disclosure, ask the coordinate sign a non-disclosure form, and the PI protect the data well.
 - c. To informed consent:
 - i. Needs to use a title “Informed Consent: _____(research title)”
 - ii. Needs to include a statement like “To participate in this focus group, you need to be 19 years old or older.”
 - iii. Needs to include the standard statement about Troy IRB contact information. “If you have any questions concerning the rights as a research participant, contact the Institutional Review Board by sending an email to irb@troy.edu or calling 334-808-6294.”
 - iv. Instead of using the sentence “Also, you should not repeat anything that was discussed in the group as we want all group members to feel safe to be open when speaking”, needs to use a non-disclosure statement and a place for the participants to indicate that they agree to maintain the confidentiality of the information discussed by all participants, coordinators, researcher(s) during the focus group session.
 - v. Needs to have a non-disclosure form to ask coordinators to sign. This is to ask the coordinators not to disclose what they hear and see in the focus group to others.
 - vi. Needs to add "gender" on the informed consent. Also include a box that the participant can check if they prefer not to disclose that information. For example, the statement "prefer not to disclose" could be next to a check box.
 - vii. Needs to revise the informed consent to reflect the revisions made to the risks of participation section.
 - 3. Vote: Motion Not Approve as Written: Dr. Ross, Second; Dr. Pollock. Motion passes unanimously at 9:44.
 - 4. Vote: Motion for Chair to review revised Application: Dr. Heisler, Second Dr. Green. Motion passes unanimously at 9:45.
- B. 201502002-Smith,...Wakefield: Effects of PNF stretching on hamstring muscles. Student/Troy. Full.
- 1.Full review of protocol begins at 9:46 am. Dr. Shaw and two students were present for review.
 - a. Dr. Shaw provides an overview of the study.
 - b. Dr. Shaw answers questions from IRB members from 9:49 to 9:54 am.
 - c. Dr. Shaw and students exit meeting at 9:54 am.

- d. Discussion continues from 9:54 to 10:15 am.
2. Summary of Discussion and Recommendations:
- a. Dates of Proposed Research:
 - i. Needs to change the beginning date to a later date.
 - b. Methodology
 - i. Needs to clearly state the total time commitment needed for participation and the time commitment for each visit.
 - ii. Needs to clearly state that the PI will collect participants' medical conditions/history to evaluate participants' physical activity readiness. The evaluation on participants' physical activity readiness will be verified by PIs' faculty advisor, Dr. Shaw.
 - c. Risks of Participation
 - i. Needs to clearly state where and how to store data (including data on participants' medical conditions/history), who will have access to these data, and how long the data will be stored.
 - ii. Needs to clearly state that the PIs will screen participants' physical activity readiness to lower risks of participation and the participants' PAR will be verified by PIs' faculty advisor, Dr. Shaw.
 - d. To informed consent:
 - i. Needs to be consistent as to how many dashes the participants need to finish on the 1st and the 21st day. If the participants need to finish two 40-yard dashes on each of the two days, needs to state it and be consistent throughout the application and informed consent.
 - ii. Needs to clearly state that the participants will be asked to provide information on their medical conditions/history for physical activity readiness screening.
 - iii. Needs to clearly state what the control group is expected to do, i.e., the instructions for the control group.
 - iv. Needs to inform the participants that, when using goniometer, the PI will have to touch the participants to measure hip flexion.
 - v. Needs to clearly state what "Nothing will happen to you" means – Refusal to participate in the research or withdrawal from the research will not affect the participants' relationship to Troy University and their standing in classes/team and their standing in Troy University.
 - vi. Needs to include a statement to avoid liability. Use statement like "If you have any questions about this study, you may contact _____ (PIs' and Dr. Shaw's contact information) . You will have to contact your personal physician to arrange for appropriate management for any unnecessary physical or psychological injury resulting from this study. You will be responsible for any costs of treatment."
 - vii. Needs to revise the informed consent to reflect the revisions to the Methodology and Risks of Participation sections of the application.
3. Vote: Motion Not Approve as Written: Dr. Manish, Second; Dr. Ross.
Motion passes unanimously at 10:14.

4. Vote: Motion for Chair to review revised Application: Dr. Ross, Second Dr. Heisler. Motion passes unanimously at 10:15.
- C. 201502004-Yates & Hammonds: Preference for Group Therapy Discussions and Activities. Collaborative/Troy. Full.
1. Full review of protocol begins at 10:15 am. Dr. Hammonds and Taylor Yates were present for review.
 - a. Taylor Yates provides an overview of the study.
 - b. Taylor Yates answers questions from IRB members from 10:19 to 10:29 am.
 - c. Dr. Hammonds and Taylor Yates exit meeting at 10:29 am.
 - d. Discussion continues from 10:29 to 10:49 am.
 2. Summary of Discussion and Recommendations:
 - a. Description of Participants and Recruitment:
 - i. Mental capacity of the participants is an issue. Needs to revise the application to reflect the information provided by the PI in the full IRB meeting that the PI will ask the director of the mental facility to evaluate whether or not the participants have the capacity to give informed consent. Those patients who do not have the mental capacity to make decisions should be excluded from this research.
 - ii. Needs to provide a support letter from the mental health facility where the research will be conducted.
 - b. Methodology:
 - i. Needs to clearly state that there will be daily verbal reminder of the research to remind the participants that the PI is doing the research and they can opt out of this research if they want to. (No need to sign informed consent every day.)
 - c. Risks of Participation:
 - i. Needs to clearly state where and how the data and the informed consent will be stored, who will have access to the data, and how long the data will be stored, and how the data will be analyzed.
 - ii. Needs to clearly state that there may be risks of coercion. And also needs to clearly state that the PI will reduce the risks of coercion through incorporating protection measures such as letting the potential participants know that their refusal to participate in the research or withdrawal from the research will not affect their treatment, their relationship with their service providers/doctors, their relationship with group therapists, etc.
 - iii. Needs to clearly state that there are risks of distress or discomfort, and needs to clearly state that, if the participants feel any distress or discomfort, they should stop taking the survey immediately.
 - iv. Needs to clearly state that the mental capacity of participants will be an issue and how the PI will handle this issue. (See revision #1)
 - d. To Informed Consent:
 - i. Needs to clearly state that the research will take place in the next two months (not “the next one or two months”).
 - ii. Needs to add lines for participants’ signature and PI’s signature. Needs to add a statement like “The PI read this the information to me

and I understand the information. By signing this informed consent, I agree to participate in this research. Signature: _____; Print Name: _____”

- iii. Needs to revise the informed consent to reflect the revisions made to the application.
 - e. To Survey:
 - i. Needs to change #4 question “Circle all of the things” to “Circle all of the activities”;
 - ii. Needs to change #7 question “Circle your top 3 favorite activities...” to “Circle your top 3 things...”; the #7 question is labeled as #1 question and needs corrections.
 3. Vote: Motion Not Approve as Written: Dr. Pollock, Second; Dr. Heisler. Motion passes unanimously at 10:48.
 4. Vote: Motion for Chair to review revised Application: Dr. Lee, Second Dr. Reiner. Motion passes unanimously at 10:49.
- V. Discussion of Corrections and Updates to Research proposals under Full Review:
- A. 201410002-Miller-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. Approved.
 - B. 201410008-Garst: What Are the Effects of Positive Behavior Support on Discipline Referrals? Student/Dothan. Approved.
 - C. 201409003-Hicks & Wimbish: Project PreK to K Literacy Transition Year 2. Faculty/Dothan. Approved.
- VI. New Business and Information Items:
- Discussion of IRB training going on at other campuses.
 - New website is modified now.
 - Discussion of outside research.
- VII. Adjourn
- Motion to Adjourn: Dr. Manish, Second: Dr. Ross.
 - Motion passed unanimously.
 - Meeting adjourned 10:55 am.