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## INSTITUTIONAL REVIEW BOARD

### MINUTES –January 18, 2007 Room 366-A Wallace Hall, Troy Campus

#### In attendance:

- Janet McNellis – Chair, Troy , Education
- Andy Creamer – Co-Chair, Troy Campus
- Terry Anderson – Ft. Walton, University College
- Glenda Avery – Phenix City, Nursing
- Eddie Clark – (Proxy Robyn Trippany) Montgomery Campus
- Ellen Gorsevski – Troy, Communications & Fine Arts
- Stephen Landers – Troy, Arts & Sciences (non-Human research)
- Alan McBride – Community Professional
- Iris Saltiel – Phenix City Campus
- Dennis Self – Ft Benning, University College
- Pamela Rusie – Board Secretary (non-voting position)

#### Attendance through V-Tel (interactive video/audio conference)

- Richard Caldarola – Atlanta, University College
- Patricia Matuszek – Montgomery, Business

#### Meeting Time

Began: 8:30 am CST

Ended: 10:30 am CST

#### Duration:

2 Hours

Meeting opened: 8:30 am CST January 18, 2007 – Janet McNellis Presiding

The January Meeting of the Institutional Review Board was called to order. New Members present, member introductions made. Minutes from November Meeting reviewed. Minutes were unanimously approved with stipulation personal medical information revealed by member in last meeting be detailed in Board Records but wasn't to be posted on the public committees' website. Announcement of exempt / expedited protocols reviewed since previous meeting: overall 12 protocols.

College of Health & Human Services advised Board to expect 60 – 80 Master Thesis Proposals from their students over the next few months. Discussion of progress for University-wide workshop for protocol preparation and training for advisement faculty

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One (1) protocol submitted required full review before Board. Before open discussion of protocol, Board members were asked if there was any conflict of interest with protocol or it's Investigator. There were none.

Taylor, A. — 2006 Protocol: *The Characteristics of Burnout Exhibited by Teachers at South Dodge Elementary* – Adult participants, surveys w/ personal demographic data.

Unanimous decision – Board recommends investigator withdraws protocol. Investigator needs to correct / clarify the following:

- Survey collection point should be outside school to minimize risk of identifying participants.
- Participant Pool too limited / risks of participants being identified by demographic profile.
- Risk of verbatim comments identifying participants and damaging employment, reputation.
- What information will be shared with school officials.
- How long will surveys be kept. Where. When it will be destroyed.

Chair will inform investigator of Board's recommendation and grant the investigator the opportunity to withdraw and/or revise protocol.

Board discussed revision of Protocol Application Form to better meet needs of all interested parties.

Meeting closed: 10:30 am CST

Minutes scribed:  
Pamela Rusie  
Secretary