

Institutional Review Board

February 19th, 2009

I. Call to Order:

Meeting was called to order at 9:00 am

Members present:

In Person: Dr. Janet McNellis, Dr. Dianne Barron, Dr. Shari Hoppin, Dr. Isabelle Warren, Dr. Carol Moore, Dr. Eddie Clark, Dr. Stephen Landers, Dr. Brad Willis and Mr. Chase Taylor.

Via V-Tel: Dr. Glenda Avery, Dr. Sheila Bennet and Dr. Richard Cardarola

Via Phone: Dr. Robert Abbey

Absent with notice: Dr. Dennis Self, Dr. Terry Anderson

Absent with no notice:

II. Approval of Minutes:

The IRB Acting Chair, Dr. Janet McNellis, called for the vote on the previous meeting's minutes and all IRB members motioned with approval.

III Remarks from the Associate Provost & Dean of the Graduate School:

- Dr. Dianne Barron stated that the final draft of the IRB Policies and Procedures was submitted to the Academic Steering Committee to get a vote. Follow up comments and recommendations from the committee will be forwarded to the IRB board members.
- The Associate Provost & Dean of Graduate School announced that Dr. Terry Anderson stepped down due to health reasons. In the interim, Dr. Janet McNellis will take over as an Acting chair until the end of the spring semester.

IV Acting Chair Comments on IRB Productivity:

Since November 20th 2008, the IRB received the total of 30 applications. 24 were Exempt, 1 was Expedited and 5 were Full Reviews. Eight applications were collaboration between students and faculty, 17 were submitted by students and 4 were submitted by faculty.

V Review of Research Proposal:

A) Drs. Koyama, Plash & Davis:

Upon discussing the research proposal, the IRB board members unanimously decided not to approve the research as is and requested the following changes to be made:

- Provide an Informed Consent Document.
- Specify in the Consent Document a realistic estimated time to complete the survey.
- State in the Consent Document that there is a risk to reputation and employability if the participant is identified and list the steps they will take to clarify how the student email addresses will be obtained.
- Exclude the extra credit as a benefit.
- Clarify the methodology.

IRB board stated that it is standard research practice to obtain permission from the copyright holder to use published research instruments in research. Proof of permission does NOT need to be submitted to the IRB as is not part of the IRB review process.

The board members voted to review the changes in the upcoming meeting.

B) Dr. Andrew Creamer and Krishna Bista

Once Dr. Creamer and Mr. Krishna answered questions and gave clarifications about their study, the board members discussed the overall proposal and decided not to approve the research as is. The members made the following recommendations:

In the survey instrument:

- Rephrase the question regarding the use of illegal drugs so that it requires a "yes" or "no" answer and indications of level of frequency.

In the recruitment email:

- Explain the voluntary nature of the research.
- Translate the recruitment email into the native language of any possible participants who may not be fluent in English (if they are taking regular academic classes they can usually consider them fluent in English).

In the Consent Document

- Specify who will receive reports on the results and how the data will be broken down in these reports.

- Specify the criteria the researcher will use in deciding whether the response rate from a particular country is too small to include in the reports.
- Include the statement "This research has been reviewed and approved by the Troy University Institutional Review Board. For questions about the rights of research participants, contact the IRB at 334-808-6294 or irb@troy.edu.
- Translate the consent document into the native language of any participants who are not fluent in English (if they are taking regular academic classes the researcher can usually consider them fluent in English).

The IRB board agreed that Dr. McNellis will review the changes.

C) Nicole Candy

Upon discussing some elements of the proposal with the investigator and reviewing her overall study, the IRB board members decided not to approve the study as is. They made the following recommendations:

In the Informed Consent Document:

- Bring down the reading level to a 3rd grade level.
- Indicate that the clinic will have access to the results.
- State that the results will be kept in records for 5 years.
- Specify that participation in the survey will not affect the participant's ability to obtain any services provided by the clinic.
- Double-check the spelling and grammar.

In the Verbal Assent Document:

- Add "Do you have any questions?" at the end.

Dr. McNellis will review the changes.

D) Dr. Frank Hammonds and Aishia Buford

Based on Dr. Hammonds' answers and the discussion that revealed the existence of some privacy issues, the board members decided no to approve the research proposal.

E) Dr. Hammonds and Christen Luther:

Upon hearing Ms. Luther's answers and clarifications, the board members further discussed some risks and privacy issues and decided not to approve the research proposal as is. They made the following recommendations:

- Provide an Informed Consent Document.
- Specify in the Consent Document a realistic estimated time to complete the survey.
- State in the Consent Document that there is a risk to reputation and employability if the participant is identified and list the steps the researcher will take.
 - Clarify how the student email addresses will be obtained.
- Exclude the extra credit as a benefit.
- Clarify the methodology.

The IRB board members stressed that it is standard research practice to obtain permission from the copyright holder to use published research instruments in research. Proof of permission does NOT need to be submitted to the IRB as is not part of the IRB review process. The board voted on reviewing the recommended changes in the upcoming meeting.

VI Nomination and Election of Chair:

As Dr. Dianne Barron opened the floor for the IRB chair nomination, Dr. Eddie Clark nominated himself and received a unanimous approval.

VII Miscellaneous:

Dr. Janet McNellis announced that the IRB training is in the process of creation:

- Voice narration training was created and it will be posted in a web page.
- A quiz will be created to go along with the voice training.
- The complete IRB training is expected to be ready in the upcoming weeks.

VIII Adjourn:

-

Meeting adjourned at 11:08am.