

Institutional Review Board Minutes

June 18th 2009

I. Call to Order:

Meeting was called to order at 9:06 am.

Members present: (Scientific/Non-scientific)

In Person: Dr. Eddie Clark Dr. Janet McNellis, Mr. Chase Taylor (Non-Scientist), Dr. Shari Hoppin, Dr. Stephen Landers and Dr. Brad Willis.

Via V-Tel: Dr. Carol Moore, Dr. Glenda Avery, Dr. Terry Anderson, and Ms. Sheila Bennet, and Dr. Richard Cardarola, Dr. Isabelle Warren.

Via Phone: Dr. Robert Abbey

Absent with notice: Dr. Dianne Barron, Dr. Dennis Self.

II. Approval of Minutes

Dr. Shari Hoppin made a motion to approve the minutes with the recommended changes. Mr. Taylor seconded. The motion carried with all approved.

III Chair Comments on IRB Productivity (Since April 16th)

Since April 16th, the IRB received the total of 16 proposals. Three proposals are pending, 11 are Exempt and two require Full Review.

One application is collaboration between student and faculty, 12 were submitted by students and three were submitted by faculty.

IV Review of Research Proposal:

A) Anjulia Hardy & Dr. Orhun:

Upon hearing the proposal's overview and discussing potential risks, the board members decided not to approve the study as is and made the following recommendations.

. Investigators were given two options:

- a) remove the qualitative data or
- b) keep the qualitative data, add an informed consent for parents and,
 - Make sure that the data collected from the school does not have any identifying information.
 - Should clarify the purpose of collecting qualitative data and how it will be used.

- Investigator should clarify what behaviors and/or questions needed for the kids during the study.
- The investigator will need to identify all risks and benefits associated with this study.

Dr. Willis made a motion not to approve the study until the recommended changes are made. Dr. Anderson seconded. Dr Clark will review the changes.

B) Dr. Drs. Koyama, Plash & Davis:

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

In the methodology section, make the following correction:

- a) The study will be mailed to the researchers instead of “placing the survey package in their mailbox”.
- b) The data collected needs to be protected and can not be shared as said in benefits section.
- c) The investigators need to clarify to the teacher the population of interest (ESL/ International).
- d) The investigators need to protect the anonymity of the students when the number of participants is small (students can be easily identified from the data sheet)

Dr. Terry Anderson motioned not to approve the study until the recommended changes are made. Dr. Willis seconded. Dr. Clark will review the changes.

V External Research (North Carolina)

Following IRB policies, researchers who have already obtained IRB approval from other universities or agencies do not need to submit their proposal to the Troy University. The research had already an approval from the Institutional Review Board of the North Carolina University and does not need another approval from Troy University. However, The IRB board members decided that researchers need approval from the counseling program concerned with the study.

VI IRB training

Board members concurred of the necessity to inform the dean of the graduate school of the research violations made.

They also agreed that trainings need to be done in Dothan campus.

Decisions will be made during the next meeting.

VII Adjourn:

Meeting adjourned at 10:09am

