



## Institutional Review Board Minutes

### Minutes

Date 08/27/2018    Start Time 3:30 PM    Adjournment Time 4:45 PM    Location Sandel 209  
 Type of Meeting     Regular     Special

<b>CHAIR</b>	Dr. Carl Thameling
<b>SECRETARY</b>	Rick Stevens
<b>ATTENDEES</b>	Dr. Yiting Chu, Dr. Debra Craighead, Ms. Donna Eichhorn, Dr. Srinivas Garlapati, Ms. LaWanna Giblert-Bell, Ex-officio, Dr. David Hale, Dr. Grace Houston, Ms. Judith Kalinich, Ex-officio, Dr. Liz Lafitte, Dr. Rick Stevens, Dr. Carl Thameling, Dr. Stan Williamson.
<b>ABSENT (EXCUSED)</b>	Ms. Diana Gooden

### Agenda

<b>GENERAL ANNOUNCEMENTS</b>		
	<p>Dr. Burt Ashworth visited the meeting to discuss the possible use of the Sona Systems experiment tracking system.</p> <p>Dr Grace Houston announced that this was the end of her 4-years on the committee and replacement suggestions were made.</p>	
<b>DISCUSSION TOPICS</b>		
	<p>Old Business: Changes to RRPF, Expedited review changed to 2 weeks. Full reviews take a month. All members approved with the exception of one abstention.</p> <p>New Business:</p> <p>#867 - Declared incomplete due to failure to include surveys to be used, lacking of anonymous status, further suggestions for improvement were discussed.</p> <p>#870 - Will be returned to clarify the participant recruiting process and more detail in the statement of data storage and security</p>	
<b>CONCLUSIONS</b>		
	<p>Revised Request for Review is now posted on the IRB website. The next 3 meetings were planned for September 24<sup>th</sup>, October 22<sup>nd</sup>, and November 26<sup>st</sup>.</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

Approved by committee/council chair     Yes    on 9/02/2018