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Institutional Review Board Minutes

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3-10-2022

## **Minutes 3-10-2022 | Institutional Review Board**

Erin Rider

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**Institutional Review Board**

**March 10, 2022**

**Present:** Dr. Erin Rider, Dr. Douglas Stephens, Tim Whittemore, Dr. Sharifah Albraiki, Dr. Mary Anne Templeton (Troy University), Lynn Garner, Jennifer Mead, Dr. Michael Wetherholt

**Absent:** N/A

**Guests:** N/A

<b>Item</b>	<b>Discussion</b>	<b>Decision/Action</b>
<b>Call to Order</b>	1:30pm by Jennifer Mead	
<b>Old Business</b>	N/A	
<b>Introductions – IRB Administrators</b>	Dr. Michael Wetherholt, Human Protections Administrator, Senior Director, Office of Sponsored Programs Ms. Lynn Garner, Associate Human Protections Administrator, Assistant Director, Office of Sponsored Programs Ms. Jennifer Mead, Assistant Human Protections Administrator, Post Award Coordinator, Office of Sponsored Programs	
<b>Introductions – IRB Members</b>	Dr. Erin Rider, IRB Chair (2021), Dept. Head, Sociology & Political Science Dr. Douglas Stephens, IRB Member (2021), Assistant Professor, Nursing Dr. Mary Anne Templeton, External IRB Member (2021), Associate Provost, Dean of the Graduate School, Troy University Dr. Sharifah Albraiki, IRB Member (2022), Assistant Professor of Chemistry Mr. Tim Whittemore, IRB Member (2022), Assistant Professor, Fine Arts Librarian	
<b>Exempt/Expedited Protocols</b>	Most often Plan for handling Exempt/Expedited Protocols. On average we receive approximately 121 exempt/expedited protocols per calendar year (2021). In 2021, this became burdensome to the chair to review all of these, and IRB members also were on the committee but rarely were able to contribute except for full reviews.	<b>Send out exempt/expedited application to one committee member for initial review, then chair to review to determine</b>

	Members also expressed that they would like to know the expected turnaround for review. The website originally said 48 hours but we felt this timeframe was too difficult to meet.	<p><b>application decision.</b></p> <p><b>Review timeline: 5 day turn around</b></p> <p><b>For nursing applications, we will invite an additional member from nursing or kinesiology to avoid a conflict of interest as well as include someone with more medical knowledge to better understand those applications.</b></p>
<b>Protocols Requiring Full IRB Review</b>	2-3 per year average. This requires a full review by all board members. Usually, members have 5 days to review before a meeting is convened. At the time of the meeting, members express their findings and concerns. If recommendations are made, the researcher can make the changes and then the IRB chair gives the approval if all requests are met.	
<b>Quality Improvement Projects Review</b>	Many nursing projects are quality review or evaluation of a service. Thus, primary data is not necessarily collected, yet filling out the full IRB application was still expected. Dr. Stephens proposed a short form to address secondary data for these types of projects.	<b>Look into developing a short form for these types of exempt projects.</b>
<b>Adjournment</b>	3:30 Erin Rider motioned to end meeting, all in favor.	

Respectfully submitted to Digital Commons by Bethany Latham.