Institutional Review Board Minutes  
April 30, 2012  
Burnett Hall Board Room

- Call to order 3:00 pm

- Members Present: John Kraft (chair), Sean Eastman, Delana Nivens, Joyce Bergin, Sara Plaspohl  
  o Guests: Brian Phipps, Bryan Riemann

- The minutes of the previous meeting were approved with changes and John Kraft volunteered to take minutes for the meeting.

- The IRB reviewed the resubmission of IRB application #1013. Student Brian Phipps submitted the IRB application with Dr. Riemann as the faculty supervisor. The IRB voted to approve the IRB application pending minor changes in certain sections of the application and all required signatures are provided. The applicant was asked to complete a new IRB form (with signatures) and submit to the IRB chair before initiating contact with human subjects. The IRB members made the following recommendations:
  - Adjust certain language in the informed consent form:
    1. Change the header “Compensation for Illness or Injury” to “In the Event of Illness or Injury”
    2. Use proper pronouns in the sentence that begins, “If a subject believes that (he or she has been) injured….”
    3. Spell out all acronyms
    4. Proofread and spell-check your informed consent form (and the rest of the IRB documentation).
  - Describe the methods of data destruction in the text box provided on page 5.
  - Describe the participant solicitation script in precise language. For example
    1. Are you interested in participating in a research project?
      - If yes, then describe consent form contents.
      - If no, then say thank you without any further attempts to recruit.
  - Acquire all required signatures on new IRB application

- The board discussed the new application form.

The meeting adjourned at approximately 4:00 pm.