Institutional Review Board Minutes

December 8, 2011

Burnett Hall Board Room

- Call to order 3:05 pm
- Members Present: Sean Eastman, John Kraft (chair), Delana Nivens, Patricia Holt, Greg Wimer, Sara Plaspohl, John Markham. Excused: Joyce Bergin
- The minutes of the November 8, 2011 meeting were approved without change and Delana Nivens Volunteered to take minutes for the meeting.
- 2 IRB applications were handed out to members to review
- Held a second full review of IRB application by Greg Wimer and Jonathan Good. Dr. Wimer addressed each bullet in the November 10, 2011 minutes with a few questions. A few typos were to be changed and clarification of the University emergency procedures needed to be addressed. A motion was made, seconded and approved unanimously for the application to be approved.
- Dr. Kraft discussed the issue of the Dean’s signatures on the IRB application. The Research and Scholarship committee has been given the new suggested verbiage and we are waiting to hear any comments that they may have. No word has been received. It was discussed that the committee’s approval of the IRBs wording is not required, but that we are allowing them to be aware of the issue in the spirit of shared governance.
- Annual Reports Update: Dr. Kraft discussed that additional information had gone out to IRB approved project directors for their reports that are now due. He will bring the submitted reports to the IRB at the next meeting. A new process will need to be developed to assure that the reports can be received on time, especially when it is from a student project and the student graduates.
- Having no other business, the meeting adjourned at 3:35 pm.