Members Present: John Kraft, Delana Nivens, Jane Blackwell, Sean Eastman, Greg Wimer, John Hobe, and John Markham, Elizabeth Desnoyers-Colas

Members Not Present: Sara Plaspohl

Call to order 3:00

Review of IRB #1122 – Andy Bosak
  o The board discussed the risk to participants in the upper age range of the recruitment pool.
  o The board discussed the informed consent form and how the description of risk could be improved.
  o A majority of the board voted to conditionally approve the IRB application.
    ▪ Affirm that participants will be excluded if they answer yes to items 15, 17, and 18 and less than 3 on item 16 of the Health Status Questionnaire.
    ▪ Reduce the number of adverbs or modifiers that lessen the description of risk in the informed consent form.
    ▪ Include a section in the informed consent form that itemizes the risks and benefits followed by objective data.
    ▪ Consider reducing the length of the informed consent form while still providing the participants enough information to make an informed decision to participate in the study.
  o The researcher shall submit the changes for review and approval to John Kraft.

The board discussed the composition of the board for AY13-14.
  o Liz Desnoyers-Colas completed her 1st year and is expected to remain on the board.
  o John Hobe – completed his 1st year and is expected to remain on the board.
  o Jane Blackwell completed her 1st year and is expected to remain on the board.
  o Sara Plaspohl completed her 2nd year and is expected to remain on the board.
  o Greg Wimer completed his 2nd year and is expected to remain on the board.
  o Delana Nivens completed her 3rd year and is willing to serve another term.
  o Sean Eastman completed his 3rd year and asked to roll off the board.
  o John Markham completed his 3rd year, but left before declaring his desire to serve again.
  o John Kraft will likely be replaced by a permanent Associate Provost in AY13-14.
  o Names suggested for replacement of additional board members are Andy Bosak (CHP, Health Sciences) and Debbie Tucker (CST, Biology).
    ▪ Additional nominations are requested from board members.
    ▪ It was suggested that we not have the members from the same department serve on the board.

The board discussed exempt studies and how it would be best to have them submitted via application to the IRB chair to determine if they are truly exempt from further review.

The board is not scheduled to meet during the summer, but a meeting may be called if necessary.

The board adjourned at approximately 4:30 pm.
Addendum to minutes:
A board member reminded the chair that the new members must be tenure track and Debbie Tucker is non-tenure track.
Other nominees are Alex Collier and Catherin Craven (both CST, Biology).