Minutes of IRB Meeting, April 17, 2012
Ullsvik 1510, Foundation/Alumni Conference Room, 3:00 pm

Members Present: Barb Barnet, Vicki Dreessens, Chanaka Mendis, Joan Riedle, Tom Scaife, Irfan Ulhaq, Qi Yang

Agenda:
1. Approval of minutes – February 7th
   Joan moved approval; Tom seconded the motion. The minutes were approved as circulated.

   53 protocols have been received this year with many more expected from Psychology.

3. Membership – replacing Industrial Engineering with School of Education faculty?
   Current membership requires a member from Psychology and recommends a member from Industrial Engineering. Few protocols are coming from Industrial Engineering but many full board protocols are being received from Education. It was moved by Irfan that we revise our membership requirements to require a representative from the School of Education instead of a member from Industrial Engineering. Motion was seconded by Qi and approved unanimously. Current member Steven Benish is from the School of Education. Jim Swenson, Chair of Appointments and Elections, will present our recommendation to the Faculty Senate.

4. Revision of IRB Manual
   a. Underlining – keep all or just first instance?
      It was agreed to reduce the use of underlining.

   b. Regarding off campus researchers
      While the IRB Manual addresses when UW-Platteville researchers need to submit a protocol, the issue is not clearly addressed for off-campus researchers. Barb drafted proposed changes to the relevant section which were discussed. She will distribute another draft by email for further review and for discussion at our May meeting.

5. Other?
   Sample parental consent and minor assent forms will also be included in the next edition of the IRB Manual.

Next meeting: 5/15