Minutes from 10/19/06 Meeting of the IRB

Members in attendance: Ben Collins, Bob Conway, Jill Clough, Mary Lenzi, Kathy Lomax (ex officio), Joan Riedle (Co-Chair), Jennifer Snoek-Brown, and Amanda Trewin (Co-Chair)

Meeting called to order at 1:00.

This was a special meeting to discuss issues related to faculty noncompliance with IRB guidelines. It was agreed that the committee would take the following actions:

1. A response to the memo from George Smith and Joanne Wilson (dated 6/8/2006 and in which they criticized the operation of the IRB) is warranted. Joan will draft the needed letter, which will be reviewed by Kathy and Amanda and then sent to the recipients of the Smith/Wilson memo (the Provost, Shane Drefcinski, Assessment Oversight Committee, and Kathy).

2. Administrative support is needed to create sanctions for failure to submit research to the IRB. Joan will draft the needed letter, which will be reviewed by Kathy and Amanda prior to sending.

3. Kathy will talk with the AIRC and Improvement of Learning Committees about their requesting recipients to include a copy of the IRB approval as part of funding proposals and/or project reports.

4. It was agreed that supervisors should be informed if specific faculty are not following our procedures. With respect to the current situation, Joan will draft a letter to Dan Fairchild, Tom LoGuidice (Improvement of Learning Committee, 05-06), and Ben Collins (Improvement of Learning Committee, 06-07). Kathy and Amanda will review the draft prior to sending.

Meeting adjourned at approximately 1:45.
Minutes prepared by Joan Riedle