

Institutional Review Board
October 16, 2008

Present: Roger Allen, Lisa Ferrari, Marsha Gallacher, Tatiana Kaminsky, David Lupher, Karim Ochoi, Garrett Milam, David Moore, Ann Wilson

The meeting was called to order at 10:00 a.m. Garrett previewed four potential agenda items and indicated that the protocol review would be first and the other items would be discussed if time remained.

Protocol Review

0809-002 The researchers need to provide a letter of cooperation from Harrison Memorial Hospital and Green Mountain Rehabilitation indicating their agreement to allow the researchers to conduct the study in those facilities.
Numerous typographical errors on the consent form need to be corrected.
The researchers need to clarify how participant confidentiality will be preserved and maintained.
The inclusion and exclusion criteria for participation need to be included on the physician letter.
A contingency plan for dealing with potential risks stated in the protocol needs to be specified.
ACTION: The protocol was approved (8-0) provided that all of the issues raised above were satisfactorily addressed. The researcher will need to respond to the board's concerns and submit a modification of the protocol to the IRB chair.
Garret Milam, IRB Chair, reserves the right to consult with any member(s) of the board regarding the revised protocol.

Faculty/staff as subjects in off-campus studies: The board discussed this issue and agreed that it is incumbent upon the individual faculty or staff member to decide whether or not to participate in a study if approached and that there should be no IRB oversight in these situations.

Use of University of Puget Sound physical plant for outside research: The board discussed this issue and agreed that if the potential researchers have no affiliation with the university, they should contact the Business Office for permission to use the facilities and that no IRB oversight is needed.

Faculty Senate recognition of Marsha Gallacher: At the request of the Faculty Senate, the board discussed ways that it could recognize Marsha's service as community member of the IRB. It was decided to suggest that Marsha be interviewed by Arches for an article in an upcoming edition. Garrett will pass this information along to Richard Anderson-Connelly.

Race and Pedagogy Seminar: Lisa Ferarri reported that the organizers of the upcoming Race and Pedagogy seminar that will be held on campus have requested permission to videotape the break-out sessions. The purpose of videotaping these sessions would be to have an actual record of the conversations as they transpired. Since this information could potentially be used for future research, the IRB was asked to provide an opinion about the protection of the individuals whose images and voices would appear. Since the IRB does not have a specific protocol to consider, it was decided that the organizers should have each participant sign a consent to be videotaped that clearly states how the audio or videotapes might be used in the future. Lisa will

share this information with the seminar organizers.

The meeting was adjourned at 11:00 am.

Respectfully submitted,

Ann Wilson