

Institutional Review Board Minutes
March 10, 2004

Members present: Allen, Coogan, Finney, Preiss

The meeting was opened at 9:00 AM in Collins Memorial Library.

1) Review of Protocol #0304-013

This protocol involves an off-campus researcher proposing to use UPS students as subjects.

The following issues were raised by members of the Board:

- The Board will review the protocol at this time for consideration of allowing the investigators to recruit subjects from UPS athletic teams.
- Using this protocol as a precedent, the Board determined it will review protocols from outside researchers that propose to UPS students as subjects on a case by case basis.

This protocol was approved (4-0-0).

2) Review of Protocol #0304-012

The following issue was raised by a member of the Board:

- Considering future clinical implementation, the wisdom of implementing a balance assessment for use by a single clinician that is designed to assess an individual with potential fall risk was discussed.

The members of the Board were in agreement that the protocol, as presented, was extraordinarily well drafted and did an outstanding job of addressing all issues relevant to the protection of human subjects. The investigators are to be commended for their work. The protocol represents an exemplary model for how IRB protocols should ideally be submitted.

The protocol was approved (4-0-0).

3) Review of Protocol #0304-010

The following issues were raised members of the Board:

- The expressed time for completing the survey does not seem reasonable. It is recommended the investigator pilot the survey so as to be able to provide potential subjects with a more accurate estimate of the time commitment required for participation.

- It is recommended that the investigator limit the scope of the survey and select a narrower range of survey questions.
- Are staff members of the facility research subjects? If so, a separate consent form will be required which explains the nature of their participation. If so, a letter from the facility is required which specifically states that they approve of staff members participating as subjects in this study. The Board recommends the investigator not conduct the staff interviews, as stated in the protocol.
- Any patients in this facility with metacognitive disorders or impairments may not be used as subjects for this research project.

The protocol was approved (4-0-0) pending receipt of responses from the investigator regarding each of the above issues.

4) The next meeting date of the IRB will be April 14, 2004, at 9:00 AM.

5) The meeting was adjourned at 9:48 AM.

Respectfully submitted,
Roger Allen, IRB Secretary