

**Minutes**  
**Institutional Review Board**  
**January 27, 2011**

**Present:** Mary Rose Lamb (Chair), Andrew Gardner, Anne James, Julia Looper, Andrew Rife (community representative)

Meeting was called to order at 8:00 a.m.

**Announcements:** None

**Orders of Business:**

**1. Approval of minutes: Minutes from 12/13/2010 approved**

**2. Review of Protocol #1011-010**

The committee reviewed this protocol. Discussions amongst the committee members focused on confidentiality issues, recruitment techniques, method of gift card delivery, and multiple typos and misspellings.

**Action:** The protocol was unanimously approved pending requested modifications. The chair will review the modifications prior to final approval.

**3. Spring semester business agenda**

The committee discussed the business for the spring semester. This includes updating the handbook, the website, and the designate list. The committee agreed to start with the handbook. Before the next meeting, members will review the current handbook.

Meeting Adjourned 9:00

Respectfully submitted,  
Julia Looper