

Crafton Hills College

IRB (Institutional Review Board)

Minutes

Date: April 14, 2014

Name	P	Name	P	Name	P	Name	P	Name	P
Gary Williams	Y	Meridyth McLaren	N	T.L. Brink	N				
Keith Wurtz	Y	Ginger Sutphin	Y	Lorena Guadiana	N				
TOPIC			DISCUSSION			FURTHER ACTION			
Review minutes from February 10, 2014			The minutes from February 10, 2014 were approved as written.						
Update on Proposals			Keith provided an update on the proposals. The IRB currently does not have any proposals to review.						
Develop process for receiving proposals over the summer			<p>Keith spoke with research at College of the Canyons about the Standard Operating Procedures for their IRB and proposals that are received over the summer. The co-chairs have authority to approve or disapprove proposals when a full committee cannot be convened (IX. Operations of the IRB, part C). Even with this in place they still, as a courtesy, send email notifications to all IRB committee members that a proposal has been submitted for review so they can comment, if they wish.</p> <p>Keith proposed a similar model for Crafton where proposals over the summer would be shared with the committee and they would have the option to provide input on the proposal. The co-chairs would decide whether or not the proposal was approved or not. This approach was approved by consensus by the committee.</p>						
Review posting on web site of approved IRB proposals			Keith reviewed the IRB proposals on the web site that receive approval.						
Other Business									
Mission Statement The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.			Vision Statement The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.			Institutional Values Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.			