

Crafton Hills College

IRB (Institutional Review Board)

Agenda

Date: September 9, 2013

Name	P	Name	P	Name	P	Name	P	Name	P
Gary Williams		Meridyth McLaren		T.L. Brink					
Keith Wurtz		Ginger Sutphin		Lorena Guadiana					
TOPIC			DISUCUSSION			FURTHER ACTION			
Review IRB Committee Charge			<p>T.L. suggested asking Dr. Pfhler or Honors who is interested in participating in committee.</p> <p>The members of the IRBC will complete the NIH training module.</p> <p>Change the IRB Charge of following statement: The IRB will ensure that the study participants are fully aware of the nature of the research, their rights, provide informed consent, and that the research aligns with the mission, vision, core values and goals of Crafton Hills College.</p> <p>Change Description on Web Site Student Advocate, Ginger Sutphin</p>			<p>Keith will contact Ericka again for an IRB student committee member. Gary will follow-up with Dr. Pfahler and Honors.</p> <p>Keith will send out the training for NIH. Will add link to IRB training on web site.</p>			
Discuss level of proposals and whether or not every proposal needs to be reviewed by the entire committee (e.g.: Ericka Paddock's proposal). Many IRBs have levels of proposals where ones that may have more risk go to the full committee and those without a lot of risk to participants are reviewed by the chairs.			<p>Fast Track Approval – Draft guidelines for a process for doing this. For proposals that chairs would use rubric to determine that not any risk for student or very minimal. Initial step should be determined by group via email. Chairs ask committee to review via email with timeline to committee of 72 hours.</p> <p>Discussed communicating to campus that need to time review. Need to let people know on campus that IRB requirement. "Many of you are pursuing advanced degrees, we can help, talk to us before you get too deeply in the proposal we can help you figure out what is practical." Discussed how we can be a resource to people campus.</p>			<p>Keith will develop a draft process for fast tracking proposals. Include summer component in draft. Include a cut-off date: possibly May 1.</p> <p>Agenda on how to communicate with campus.</p>			
Summer proposals			IRBs do not review proposals over the summer. Only Fast Track proposals will be considered over the summer. If it doesn't meet Fast Track than need to wait.						
Current research proposals			None to date.						
Other Business			Discussed request from Biology. Committee had some suggestions. What to do with animals when done with research? Where and how to store?						
<p>Mission Statement</p> <p>The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>			<p>Vision Statement</p> <p>The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>			<p>Institutional Values</p> <p>Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>			