

Crafton Hills College

IRB (Institutional Review Board)

Minutes

Date: February 10, 2014

Name	P	Name	P	Name	P	Name	P	Name	P
Gary Williams	N	Meridyth McLaren	Y	T.L. Brink	Y				
Keith Wurtz	Y	Ginger Sutphin	Y	Lorena Guadiana	Y				
TOPIC			DISCUSSION			FURTHER ACTION			
Review minutes from August 26, 2013			The minutes were approved as written.						
Review submission and approval of Linda Bender's IRB proposal			The committee reviewed the submission and approval of Linda Bender's IRB proposal.						
Review Trelisa Glazatov's submission and discuss approval status			<p>The committee used the CHC IRB Proposal Rubric to evaluate the research proposal submitted by Trelisa Glazatov. The committee was excited about the study and feels that it is a valuable study. However, prior to approving the study, the committee needs the researcher to incorporate the following into the Informed Consent Form:</p> <ol style="list-style-type: none"> 1. The form does not mention risks, but they are mentioned in the proposal. They need to be added to Informed Consent Form. 2. The confidentiality and anonymity protections need to be described. 3. The proposal mentions that participants will receive professional development credit even if they don't complete survey or interview, but needs to be mentioned in consent form. 4. The Informed Consent Form also needs to mention that a participant may choose to not participate at any time during the workshop. 			The Administrative Co-Chair will communicate to the researcher that the CHC IRBC is supportive of the study and looking forward to receiving the requested changes to the Informed Consent Form.			
Review proposal from Dr. Jaworski from CSUSB on Veterans			The committee used the CHC IRB Proposal Rubric to evaluate the research proposal submitted by Rebeccah Warren-Marlatt for the CSUSB Veterans study. The committee was very excited about the study and feels that it is a valuable study. However, prior to being able to evaluate the study for approval the CHC IRBC needs to receive a copy of the IRB approval from CSUSB, a copy of the survey, and a copy of the Informed Consent Form.			The Administrative Co-Chair will communicate to the researcher that the CHC IRBC is extremely supportive of the study and prior to evaluating the study needs to receive the following: a copy of the IRB approval from CSUSB, a copy of the survey, and a copy of the Informed Consent Form.			
Review posting on web site of approved IRB proposals			The committee reviewed the new IRB web page feature that includes the IRBC approved research proposals.						
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.