

Institutional Review Board  
May 5, 2008  
3:00 p.m.

Present: Karen Danbom, Louis De Maio, Scott Garman, Craig Haberman, Gary Nickell, Carol Okigbo,  
Lee Vigilant

Absent: Richard Adler, Wayne Alexander, Jane Bergland

Meeting called to order at 3:05 pm

Lee Vigilant moved, Gary Nickell seconded to approve the minutes of April 7, 2008. Motion carried.

Lou De Maio thanked Craig Haberman for his continued participation as a community member on the IRB. Lou thanked Karen Danbom for her work on the IRB and wished her well on her retirement. Lou also thanked Karla Wenger for all of her work for the IRB.

### **Announcements**

1. There are two reviews in progress. One is waiting for a revision and the other was just received today and will be processed.
2. Update on the Student Academic Conference. Lou De Maio sent a letter to President Barden outlining IRB concerns relating to the Student Academic Conference. He suggested that proof of IRB approval be attached to the conference registration form. A similar process is used by Graduate Studies and has been found to be effective. To date, Lou has received no response to his letter.
3. The policy changes regarding DRCs have been posted on the IRB website.
4. Reviews of exempt and expedited proposals will be done on a limited basis this summer.

### **Old Business**

Proposal: Research using electronic devices and mediums. Lou De Maio prepared a draft statement for discussion.

- A MSUM address or e-mail needs to be used on the informed consent and on approval forms.
- Researcher needs to exercise caution when dealing with identifiable information on computer or electronic device. For example, materials should not be stored on local hard drive. It should be moved to university secure server or password protected program.
- Lou De Maio and Gary Nickell will further develop this statement and present to the IRB next fall.

### **Other**

Lou De Maio will notify Cindy Phillips that a replacement will be needed for Karen Danbom.

Meeting adjourned at 3:55 p.m.

*Karla Wenger, Secretary*