

Institutional Review Board
Monday, December 12, 2005, 10:00 a.m.
CMU 204

Present: W. Alexander, L. DeMaio, W. Erwin, B. Ferguson, J. Giedt, C. Haberman, G. Nickell, D. Suomala
Departmental IRBs present: Sue Peterson, Social Work; Greg Stutes, Economics

1. Minutes of 11/14/05 IRB meeting. Giedt/Nickell moved to approve minutes. Motion carried
2. Erwin/Vrtis full review from 11/14/05. Requested revisions have been received. L. De Maio and G. Nickell will review.
3. Exempt status revisions. L. De Maio distributed the exempt revisions for "Information and Instructions for Preparing Proposals," "Policies and Procedures," "Request for Exempt Status" and the "Research Proposal Checklist."

L. De Maio has checked with the IRBs at several different schools and has talked to Shirley Hicks at OHRP (Office for Human Research Protection, U.S. Department of Health and Human Service). There is no reason that research can't be done off campus and be approved as "exempt." However, only the first type listed applies to research involving minors. If research involving minors does not fit the first category, it will have to be submitted for expedited review. L. De Maio reviewed each change. Comments were made and editing changes were made. Specific situations were discussed and clarified. Important points:

- Off-campus exempt status does not apply to student teachers.
- Requests for exempt status must now supply a copy of the informed consent or implied consent letter and letter of permission from institution(s) other than MSUM (if applicable) in addition to the Human Research Approval Form, Request for Exempt Status form and abstract.
- For studies at off-campus locations, prior parental permission cannot be used; researchers must obtain permission from the institution, informed consent from the parents and assent from the child.

Erwin/Suomala moved to accept the new exempt procedures as revised. Motion carried.

4. Federal Wide Assurance. NIH grants require that the institution have Federal Wide Assurance (FWA) from OHRP. L. De Maio has been instructed by the administration to apply for this assurance. He has communicated with the faculty union and hopes to attend an executive council meeting in the near future. This registration will require training of all IRB members. L De Maio will also need to attend an annual conference. It is quite possible that all people making proposals will need to go through some type of IRB training.

Respectfully submitted,

Karla Wenger, Secretary