

Standing Committee Annual Report

Name of Committee or Council:

Institutional Review Board

Chair

Doris Davenport

Meeting Dates in Current Year:

9/26/11, 10/24/11, 11/27/11, 1/23/12,
2/27/12, 3/19/12, 4/23/12 (cancelled)

Major Actions or Accomplishments:

1. 19 applications were reviewed in Fall 2011 and 46 applications were reviewed in Spring 2012.
2. All information related to an application is posted to specific modules within the D2L online delivery system. All IRB members have read access to the applications and any action taken by the board. This makes our documentation essentially paperless.
3. Reviews that could be expedited are being assigned to members of the committee on a rotating basis with consideration being given to the expertise of the board members and the content focus of the application. This method of review reduced the time to an average of two weeks for minimal risk studies.
4. The quality of the applications received by the IRB needed improvement. The chair provided in-services for the faculty leadership group, for the office of James Kane as he worked with faculty involved in course redesign, and for individual class groups by invitation. There are plans to provide workshops for the Office of Undergraduate Research and for any faculty during the week of convocation in the Fall of 2012.
5. According to APSU policy, all Primary Investigators completed the Ethics Training provided by CITI.
6. Closed study reports or continuing review reports were obtained on all studies over 1 year in the approval process. There were less than 10 % of open studies for which the PI or the supervising faculty were not located. All closed studies have been scanned and stored electronically.