As stated in 80-81 BEC 2, the Assurance of Compliance with Department of Health and Human Services Regulations on Protection of Human Subjects, the Chair of the Institutional Review Board (IRB) shall report annually to the Director of the Office of Research and Sponsored Programs, and through the Chair of the Committee on Research to the Chair of the Academic Senate.

80-81 BEC 2 states that the annual report must contain six elements:

1) The dates of all IRB meetings and the attendance.

Most human subjects research conducted at CSUEB is of minimal risk and is evaluated via expedited review, which is coordinated via campus mail and email. No full board meetings were required this year.

2) The total number of projects and activities reviewed, including statistics on expedited reviews, approvals, rejections, and deferred protocols.

<table>
<thead>
<tr>
<th>Type of Review</th>
<th>Faculty-Initiated</th>
<th>Student-Initiated</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Board</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Expedited Review</td>
<td>17</td>
<td>48</td>
<td>65</td>
</tr>
<tr>
<td>Continuation Review</td>
<td>5</td>
<td>2</td>
<td>7</td>
</tr>
<tr>
<td>Modification Review</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Exempt Protocols</td>
<td>24</td>
<td>24</td>
<td>48</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>48</strong></td>
<td><strong>74</strong></td>
<td><strong>122</strong></td>
</tr>
</tbody>
</table>

All protocols were approved. The IRB required modifications to twenty-three (23) of the protocols to gain approval. No protocols were rejected or deferred.

Please note that the number of projects submitted to the IRB has increased by a large amount each year for the last three years. The annual totals are as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of protocols reviewed</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004-2005</td>
<td>68</td>
</tr>
<tr>
<td>2005-2006</td>
<td>89</td>
</tr>
<tr>
<td>2006-2007</td>
<td>122</td>
</tr>
</tbody>
</table>

I believe that there are two factors driving this increase in protocol submission. First the large number of newly hired faculty (often arriving from institutions where IRB approval functions are well-accepted) and secondly, the IRB/ORSP attempts to advertise the need for IRB approval of humans subjects research. This year, we designed a brochure describing IRB functions and sent it to all new faculty, and to all faculty in departments which traditionally do human subjects research. Also, in order to increase visibility and
answer questions, for the last 2 years we have offered workshops through faculty development on how to conduct HSR safely. The workshops have been offered in Fall and Spring quarters.

3) The current membership of the Board with terms of appointment indicated.

The board is made up of eleven (11) members and an equal number of alternates. Both members and alternates participate equally in reviewing protocols. A distinction is only made during full board meetings as required by federal regulation.

**Members:**

1. Kevin Brown, **Chair**, Math and Computer Science  
   Term Ends: Fall 2009
2. Thomas Cadwallader, Criminal Justice Administration  
   Term Ends: Fall 2009
3. Catherine Coulman, Student Health Services  
   Ex-officio
4. Liz Ginno, Library  
   Ex-officio
5. Ann Halvorsen, Educational Psychology  
   Term Ends: Fall 2009
6. Victoria Jensen, Office of Research and Sponsored Programs  
   Ex-officio
7. Nidhi Mahendra, Communicative Sciences and Disorders  
   Term Ends: Fall 2009
8. Grace Oakes, Community Representative  
   Term Ends: Fall 2008
9. Janet Patterson, Communicative Sciences and Disorders  
   Term Ends: Fall 2008
10. Zinovy Radovilsky, Management and Finance  
    Term Ends: Fall 2009
11. David Sandberg, Psychology  
    Term Ends: Fall 2008

**Alternates:**

1. Catherine Calson, Community Representative  
   Term Ends: Fall 2009
2. Maxine Craig, Sociology and Social Services  
   Term Ends: Fall 2007
3. Kim Geron, Political Science  
   Term Ends: Fall 2007
4. Michael Hedrick, Biological Sciences  
   Term Ends: Fall 2008
5. Valerie Helgren-Lempees, Teacher Education  
   Term Ends: Fall 2008
6. Kimberly Kim, Nursing and Health Sciences  
   Term Ends: Fall 2007
7. Marvin Lamb, Psychology  
   Term Ends: Fall 2009
8. Robert Peppard, Communicative Sciences and Disorders  
   Term Ends: Fall 2009
9. Terry Soo-Hoo, Educational Psychology  
   Term Ends: Fall 2009
10. Jessica Weiss, History  
    Term Ends: Fall 2009
11. Evaon Wong-Kim, Social Work  
    Term Ends: Fall 2008

4) A citation of current, relevant legislation and regulatory requirements which govern the actions of the IRB.


5) Notes on developments at the national, state, local community and university levels that may require policy revisions to provide assurance as defined by Federal regulations, changes, or addenda or other administrative attention or action.
No developments affect our ability to provide assurance. No substantive changes in federal policy have occurred in the last year.

6) Recommendations for administrative or Academic Senate actions for maintaining an effective institutional review function for the purpose of protecting the rights and welfare of human subjects.

None at this time.

Respectfully submitted,

Kevin Brown
Chair, Institutional Review Board