Institutional Review Board Annual Report  

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 AVP 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>8</td>
<td>11</td>
<td>19</td>
</tr>
<tr>
<td>Continuation Review</td>
<td>5</td>
<td>2</td>
<td>7</td>
</tr>
<tr>
<td>Modification Review</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Exempt Protocols</td>
<td>22</td>
<td>14</td>
<td>36</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>35</strong></td>
<td><strong>27</strong></td>
<td><strong>62</strong></td>
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</tbody>
</table>

All protocols were approved. The IRB required modifications to six (6) of the protocols to gain approval. No protocols were rejected or deferred.

The Board expects to see a greatly increased number of protocols in the coming year as we have worked on compliance with the Department of Teacher Education and they will be submitting all their students’ master’s theses projects for Board approval. This should account for roughly 100 additional protocols a year. The vast majority should fall into an exempt category as they are very low risk. This allows them to be reviewed only by the chair of the board.

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  Term Ends  Ex-officio
4. Ann Halvorsen, Educational Psychology  Term Ends  Fall 2009
5. Silvina Ituarte, Criminal Justice  Term Ends  Ex-officio
6. Victoria Jensen, Office of Research and Sponsored Programs  Term Ends  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 2010
3. Michael Hedrick, Biological Sciences  Term Ends  Fall 2008
4. Valerie Helgren-Lemesis, Teacher Education  Term Ends  Fall 2008
5. Kimberly Kim, Nursing and Health Sciences  Term Ends  Fall 2010
6. Marvin Lamb, Psychology  Term Ends  Fall 2009
7. Robert Peppard, Communicative Sciences and Disorders  Term Ends  Fall 2009
8. Phu Phan, Social Work  Term Ends  Fall 2010
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.

A recent audit of the Office of Research and Sponsored Programs by the CSU indicated the need for a written policy on required training for investigators conducting research using human subjects. The board has instituted a training policy which was approved by the Academic Senate on June 3, 2008 (attached.) In addition, the Assurance of Compliance that CSUEB files with the Department of Health and Human Services was updated to indicate the training requirement.
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.

The board suggests that a database be maintained documenting investigators’ completion of the required training in human subjects research. The Office of Research and Sponsored Programs has indicated that they are willing to maintain such a database.

Respectfully submitted,

Kevin Brown
Chair, Institutional Review Board