

Minutes

IRB May Meeting

May 2, 2024 03:30 PM Eastern Time (US and Canada)

- Present: Mark Kostro; Eric Laws; Jackie Secoy; Evan Long; Larry Collins; Jo Morrison
- April IRB meeting minutes approved.
- Report on April IRB activity
 - Not HSR Determinations 2
 - Amendments 1
 - Exempt104(d)(1) 1
 - Exempt 104(d)(2)(i) 3
- The IRB made some small adjustments to the language for informed consent requirements for Exempt Research Standards & Procedures.
- The IRB discussed whether the Exempt Standards & Procedures would apply to research with children or minors. While some Exempt categories allow the participation of children and minors without a full IRB review, this is not a requirement. Any project involving children and/or minors can be advanced for full IRB review even if it does meet the criteria for Exempt Research.
- Research with children over the age of 7 yr does require assent which is not covered in the Exempt Research S&Ps.
- It was noted that the Exempt Research S&Ps will likely be revised frequently as the IRB develops other, more specific S&Ps for human subjects research at Longwood.
- The Exempt Research Standards & Procedures were approved unanimously.
- Dr. Morrison updated the IRB on the progress of the eProtocol development. As of the May 2, the form is still being edited.
- The IRB discussed ways to inform the faculty of our work and offer the opportunity for input and feedback. After much discussion it was thought that presenting drafts of S&Ps and Best Practices once a semester and soliciting written comment would balance the intrusion on busy schedules while also allowing faculty with a vested interest in specific topics the chance to offer feedback and expertise. This approach will alter the timing of approval of documents to once a semester. Documents that need more editing can be tabled for the next meeting and the discussion of controversial issues can be documented in the meeting minutes.
 - Dr. Secoy added that the IRB can point out areas within the documents where we would like more feedback and guidance from faculty to better make use of the comment period.
- Dr. Laws recommended making contact with individual departments at department meetings. He found this type of contact garnered a lot of information that the IRB may not have within their areas of expertise.
- The meeting ended with Dr. Morrison thanking the IRB members for their hard work during the year. The development of the Standards & Procedures is going to be a long process and the IRB members contributions of the IRB members is invaluable and deeply appreciated.
- The meeting concluded at 3:55 pm

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