<u>Minutes</u>

IRB August Meeting
August 29, 2024 03:30 PM Eastern Time (US and Canada)

- Present: Jo Morrison; Eric Laws; Jackie Secoy; Becca Brusseau; Larry Collins; Alison King; Scott Grether; Tom PlaHovinsak; Ryan Stouffer; Gregg Harbaugh-Schattenkirk
- New and returning IRB members were welcomed and thanked for their willingness to serve on the IRB.
- May IRB meeting minutes approved.
- Report on IRB activity since the May meeting
  - Exempt 45 CFR 46.104(d)(2)(ii)   9
  - Amendments   1
  - Continuing Review/Approval   1 (2023-05-02)
  - NHSR Determination   1
- Dr. Morrison explained that IRB's are required by the OHRP to maintain written Policies and Procedures for Human Subjects Research. The OHRP provides a guideline for the administrative functions of the IRB and IRBs also develop Policies and Procedures for other procedures. Last Spring the Longwood IRB developed Best Practices for Class Projects Involving Human Subjects, the definitions for research and human subject that will be used by the Longwood IRB to determine if a project requires IRB oversight, and the Standards and Procedures for Exempt Research.
- Dr. Morrison presented a tentative plan for the 2024-25 year, proposing that the IRB develop and approve Standards and Procedures for:
  - Research with Longwood Student-Athletes
  - Research with student educational records covered by FERPA; S&Ps for recruiting students for research in class.
  - Requirements for surveys with a focus on data security
  - Use of social media for research and recruitment
  - Research in Department of Education funded schools
  - S&Ps for use of AI in research
- The IRB will work to develop the draft language of these standards and procedures, soliciting feedback from our departments. After the November and April meetings Dr. Morrison will send the drafts to the faculty and invite comment/review. The goal will be to approve the semester S&P work in the December and May IRB meetings.
- Dr. Morrison invited any IRB members with special interest in a topic to work more directly with her I the development of the draft S&Ps.
- Dr. PlaHovinsak commented that the College of Business is discussing the role of AI in the classroom, how the information is used once it is submitted to an AI program, and the role of consent when requiring a student to upload work or use AI.
- Dr. Morrison responded that IRBs are also worried about how research information may be used and amalgamated if a researcher is using AI to assist with data analysis. An anonymous survey that collects demographic information may no longer be anonymous with the evolving algorithms of AI. Dr. Morrison commented that IRBs do not have the same concerns as professors about AI creating content. AI is a useful tool for creating informed consent material or research materials with human oversight. Faculty will need to determine individually whether they will allow their student researchers to use AI to create content for their studies.

- The IRB reviewed a draft S&P for the Scope and Procedures of the Longwood IRB with particular focus on the Ethical Principles that guide the Longwood IRB and the member composition. IRB members adjusted the language to reflect the role of faculty mentoring of student research and the use of research as a pedagogical tool at Longwood.
- Dr. Morrison noted that the Exempt Research S&Ps will be compared and possibly revised as we develop these new S&Ps to ensure alignment.
- The IRB discussed the membership of the IRB. The Longwood IRB deliberately chose to include a member with experience in schools because many Longwood faculty and graduate programs conduct research in schools. The IRB chose to clarify that the scientist member should have experience in human science. The challenges of recruiting a non-affiliated or community member were discussed. Ideally the community member of the IRB will represent the local community. It was confirmed that there is no honorarium for the community member of the IRB.
- Meeting concluded at 4:23 pm.

Minutes prepared 9/4/2024; Zoom audio recording and transcript deleted 9/4/2024