

Human Subjects Institutional Review Board (HSIRB)
Meeting Minutes Fall III 2024
November 8, 2024
Zoom

In attendance:

Scientific Concerns: Jessica Williamson (Vice Chair),
Brittany Sanchez, Marianne Wilson, (RERC),

Non-Scientific Concerns: John Stark
Nate Olson, (Chair), Christopher Livingston

Community Concerns: Grant Herndon (Community Member-joined at 9:15am),
Gwen Parnell (Research Compliance Analyst-GRaSP)

*Absent: Raj Cheshire, Aaron Wisman (on sabbatical),
Doug Cornell (ITS Representative-Non-voting), Zach Zenko, (Alternate), Chandra Commuri*

I. CALL TO ORDER: Chair Olson called the meeting to order at 9:00 am

II. APPROVAL OF MINUTES: Stark motioned to approve the Fall II 2024 minutes without changes and Sanchez seconded (votes: 5-0-0).

III. ANNOUNCEMENTS –

A. Chandra's last meeting- Fall IV (December 13, 2024 meeting – special breakfast). Plans were made to celebrate & thank Chandra for his service on the HSIRB.

IV. OLD BUSINESS

A. CASH Incentives for research participants – Wilson update, Olson will draft a Memo directly to Controller on the behalf of the board. Olson received an email response from the Controller the morning of the meeting asking for information previously provided and for GRaSP to develop procedures for this type of incentive. This response caused disappointment, concern, and frustration for board members. For now, the answer from the Controller's office is a "no", that PIs will not be able to use cash for participant incentives. The board would like to invite Dr. Isabel Sumaya to the next HSIRB meeting in December to discuss and shed more light on this matter.

B. Broad Consent –

1. Parnell to follow up on funding for Print Shop Work for Pamphlet- Parnell said unfortunately there is no update to provide at this time.
2. Sanchez will follow up on the consent form-Sanchez asked Parnell to provide the latest version of the form and Parnell will provide the link to the location of the form in Box. Sanchez agreed to work on editing the Broad Consent Informed Consent form (the OHRP template with comments from Stark and Olson). Wilson reminded the group that we still need to add language regarding the restrictions for proxy consent and secondary use.

3. Oversight committee for Repository- Sanchez shared with the group what she has prepared thus far on a Word document regarding the framework for the development of the Oversight committee for CSUB. Stark posited to the group that the oversight committee would also establish policies for what is to be allowed in the biorepository and act as gatekeeper. Stark also raised concerns regarding equipment, maintenance, and storage space. Sanchez noted that they have their laboratory as well as the Biology department and these concerns will be the responsibility of the PI and/or research team and may not necessarily be under the purview of the Oversight committee. Wilson mentioned that in addition to the housing and maintenance of the repository itself, there is the maintenance of consent forms and paper forms. Livingston brought up the idea of a database and cataloging of the repository and the maintenance of a database. Olson cited a case of ethical concern involving the Havasupai tribe that should be considered as the plans are put into place and decisions are made for the biorepository here at CSUB. Wilson asked if this Oversight committee would report to the IRB. Parnell provided information that there is usually an annual report. Sanchez brought up the idea of going through the Academic Senate to put out a call for interest for Oversight committee members. Sanchez believes that a Ph.D. or MD should be on this committee. Wilson said she or Sanchez could talk to Annie Boehning or Debbie Wilson for leads and ideas. Sanchez also mentioned that internal members are good but external members will be needed as well. And perhaps the addition of a member from the research compliance office in GRASP. Sanchez will also look to see what other CSUs are doing.

C. IRB Survey draft for review by the board- Wilson & Olson -Olson and Wilson told the board members that they would like their feedback on the survey so that they can provide the final draft to bring to the December meeting. Parnell will provide a list of those who have submitted a Cayuse IRB protocol within the last 5 years to include in a recipient list for this survey. Herndon asked if the survey is to be anonymous and if Question 17 is meant for the IRB as an institution or the members. Wilson will make the changes based on member feedback such as adding "Please explain comments and share any further comments you have".

D. Vote for approval of new board member Annie Boehning from the Nursing Department: Olson moved to approve the recommendation of Annie to the board, and Stark seconded the motion. (6-0-0)

V. NEW BUSINESS

A. Check in with members!

Full Board Review Protocols [0]

VI. Board Affirmation of Protocols Previously Approved Since Fall II, October 11, 2024, Recommended by IRB Staff.

****This agenda item was inadvertently not agendized and was tabled for the next meeting.**

Initial Exempt [8]

1. 23-7: Perception and knowledge of valley fever among CSUB students. Principal Investigator: Annie Phuong Boehning
2. 23-187: Misinformation in the Middle School Science Classroom, Principal Investigator: Allison Arnold
3. 25-103: Fear and Loathing in the 2024 Presidential Election, Principal Investigator: Anne Duran
4. 25-97: Library Website Usability Survey, Principal Investigator: Ying Zhong
5. 25-102: Breathing Green: How Air Quality Shapes Employee Eco-Behaviors and Retention Principal Investigator: Joey Bernard
6. 25-109: Closing Equity Gaps: A Critical Examination of the Freshman Experience, Principal Investigator: Shaylyn Marks
7. 25-107: Critical Encounters: Implementing Social Justice Themed Literature Circle Groups with Pre-Service Educators as a Means to Strengthen Pedagogical Practices and Critical Self-Reflection, Principal Investigator: Shaylyn Marks
8. 25-116: Self-care Practices of BSN Nursing Students to Counteract Academic Stress External Principal Investigator: Angelica Santiago (GRASP Student Assistant)

Modification [2]

1. 25-73: AKA - Service Attitudes and Expectations in Kinesiology, Principal Investigator: Zachary Zenko
2. 25-92: Perceptions of Recovery During Rehabilitation: Student Sample 25-92, Principal Investigator: Madeline Hatch

Renewal [2]

1. 23-177: Creating Change-Agents: A Critical Examination of How Educators Take up Culturally Responsive Practices, Principal Investigator: Shaylyn Marks
2. 24-153: Parental perceptions of infant sleep, Principal Investigator: Heidi McLaughlin

VII. Adjournment: 11:44 am

VIII. Training/Housekeeping/ Reminders - none