

*INSTITUTIONAL REVIEW BOARD FOR HUMAN SUBJECTS RESEARCH (IRB/HSR)
CALIFORNIA STATE UNIVERSITY, BAKERSFIELD*

**Meeting Minutes
Friday, 22 January 2016 [DDH A-108]**

Members Present:

Scientific Concerns: Anne Duran, Rosanna McCleary, Kathleen Gilchrist
Nonscientific Concerns: Paul Newberry, Steve Gamboa,
Community Concerns: Grant Herndon, James Velasquez
RERC: Isabel Sumaya

Absent Member: Colleen McGauley

Visitors:

Protocol 15:84: Jeanine Kraybill
Protocol 07-91: JJ Wang & Randy Shultz

CALL TO ORDER

Chair, R. McCleary, called the meeting to order at 7:58 am.

APPROVAL OF MINUTES

The approval of the IRB meeting minutes of the Fall 2015 meeting was tabled until the Spring meeting. As requested by Herndon, votes on affirmations of protocols will be added to the minutes.

ANNOUNCEMENTS

RERC updated the board on the appointment of the new member to take Shultz's place. Former member, Tony Alteparmakian. The request to appointment Alteparmakian was submitted to J. Kegley Senate Chair by the RERC, and it has been approved. It now goes to the provost for official appointment. As an offshoot of this discussion Gilchrist announced that she was retiring at the end of the school year. This will leave a vacancy for a scientific concerns member. Gilchrist stated that she very much enjoyed her position on the board and asked if she could possibly serve as community member in the future. RERC will investigate if this is a possibility. Several names were mentioned for possible replacements including Facile-Anderson (Sociology), and Commuri (Business). Newberry also reminded the board that he would also be leaving at the end of the school year to focus on the Title V Grant thus leaving a vacancy for a nonscientific concerns member. A discussion took place about the possibility of recruiting someone from the Arts. J. Haney from Music was mentioned. It was discussed that committee members could submit possible names to the RERC so that RERC could begin recruiting.

RERC announced that Ed.D. student from the LaVerne program, and also adjunct in the department of Psychology, Mr. Dee Bailey, has requested to do his embedded field work on the IRB use of

Qualtrics. The board thought this was a good opportunity to have the new system of submission evaluated. During this discussion it was suggested that the protocol form might request the name of the Department Chair. RERC noted this and will add this on the list of changes to the form. G. Parnell will be making revisions to the Qualtrics form during the upcoming summer.

OLD BUSINESS

Update on Awards for Best Protocols for Research Excellence Day. McCleary developed a rubric to judge protocols and passed it out to the board. Newberry felt that the rubric was too daunting. A discussion took place about the possibility of rating the protocols in real time as they come in so that the judging is occurring as the protocols are being reviewed throughout the school year. Gilchrist reminded the group, at least for the expedited protocols, that the reviewers form serves as a rubric. After some discussion, it was decided that the rubric would not be used at this time point and the RERC would send the board all standard protocols for the past year for review and judging. Also RERC will send the conditional approval letters which summarizes the revisions that needed to be made in order to gain approval.

NEW BUSINESS

Formal Board affirmation of protocols previously approved under **Standard Review, Expedited Review, Third Party Access** and **Exemption from Full Review** since the October 2015 meeting.

1. Standard Review [1]

Number	Author	Department	Title	Date Submitted	Final Approval	Type of Review
15-84	Kris Grappendorf, Joshua Miller, Eugene Wang, Kristina LaGue, Breen Gage	PEAK	Runner Read & Ride Program: A Pilot Study	8/31/2015	11/3/2015	Standard

Duran moved, Velasquez seconded, 6-0.

2. Expedited Review [4]

Number	Author	Department	Title	Date Submitted	Final Approval	Type of Review
15-85	Leigh Collins and Courtney Nathan	Social Work	When a Parent is Seriously Ill: An Exploration of Related Family Experiences and Resource Utilization	9/4/2015	10/9/2015	Expedited

Number	Author	Department	Title	Date Submitted	Final Approval	Type of Review
15-87	Marisa E. Sanchez	Sociology	Impacts of Racial Composition and Space on Racial/Ethnic Identity Development for Mexican Origin Latinos at a Hispanic Serving Institution	9/18/2015	10/15/2015	Expedited
15-92	Brian Street	Physical Education and Kinesiology	Accelerometer measured activity levels after total knee replacement	9/28/2015	10/22/2015	Expedited
15-97	Brooke Whitehead	Sociology	First-Generation College Students: The Role of Social and Cultural Capital in Academic Success	10/7/2015	10/21/2015	expedited

Gamboa moved, Duran seconded, 6-0.

3. Third-Party Access to Existing Data [1]

Number	Author	Department	Title	Date Submitted	Final Approval	Type of Review
15-86	Bruce Friedman	Social Work	Economic Costs of Not Providing Health Care for the Uninsured	9/9/2015	10/13/2015	3PA

Velasquez moved, Newberry seconded, 6-0.

4. Exemption from Full Review [7]

Number	Author	Department	Title	Date Submitted	Final Approval	Type of Review
15-90	Kyle J. Susa	Psychology	Face Perception	9/24/2015	10/1/2015	Exempt
15-91	Kathleen Nicole Smith	Sociology	Which California State University, Bakersfield Student Athlete Academic Support Programs Help Student Athletes Achieve Academic Success?	9/24/2015	10/5/2015	Exempt
15-94	Paul Georgi	Psychology	The Role of Confidence Validity and Racially-Dissimilar Relationships in the Cross-Race Effect: Identifying strategies for the detection and reduction of minority misidentifications during eyewitness testimony	9/30/2015	10/15/2015	Exempt

15-98	Gary Carruesco	Public Policy And Admin.	Implementing a Body-Worn Police Camera Program for Bakersfield Police Officers	10/12/2015	10/24/2015	Exempt
15-102	Jeremy Woods, & Derek Stotler (Student)	Management and Marketing BPA	Advancing the Measurement of Familiness in Family Business Research	11/6/2015	11/16/2015	Exempt
15-103	Jessly Meza, Pearlina Santiago, Chyna Parker	Psychology	Study Of College Students" Perception, Attitudes, And Knowledge	11/6/2015	11/11/2015	Exempt
16-02	Brian Street	PEAK	Knee Arthroplasty: Outpatient Rehabilitation and the Effect of Age on Outcome	1/5/2016	1/8/2016	Exempt

Newberry moved, Gilchrist seconded, 5-0. Duran abstained as she is affiliated with 15-94.

B. Formal Board affirmation [9] of protocols submitted and designated as **not** he IRB/HSR definition of human subjects research (**not within IRB/HSR purview**) since the October 2015 meeting.

Number	Author	Department	Title	Date Submitted	Final Approval	Type of Review
15-81	Melissa Danforth	NSME	NSF SFS Dissemination Workshop Survey	7/30/2015	8/24/2015	NRS
15-88	Virginia Martinez	MPA	A Program Proposal to Develop an Effective New Employee Orientation and Onboarding Program at the Workplace	9/22/2015	11/17/2015, 10/1/2015	NRS
15-89	Christian Castillo-Gonzalez	Department of Public Policy & Administration	Cost-Benefit Analysis of Police Department Policy on Body-Worn Cameras	9/23/2015	10/1/2015	NRS
15-93	Narbeh Vartanian	Policy and Public Administration	Effects of Job Related Stress and Organizational Stress on Negative Coping Skills in Law Enforcement	11/10/2015, (R), 9/29/2015	10/9/2015	NRS
15-96	Casey Hunton	Public Policy and Administration	Access to Justice: The Impact of Reduced Funding on the Judicial Branch's Ability to Provide Accessible Justice in California	10/5/2015	10/9/2015	NRS

15-99	Dashinika Poindexter	Public Administration	Police Brutality and Public Health: A Program Proposal that Examines the effects of Police Brutality on Public Health and its Impact on the Cycle of Poverty	10/24/2015	10/30/2015	NRS
15-100	Ryan N. Garrett	Public Policy Administration	Eye Tracking Devices to Combat Distracted Driving	10/26/2015	11/2/2015	NRS
15-101	Crystal Romero	Public Administration	Women in Higher Education and the Gender Wage Gap	10/31/2015	11/2/2015	NRS
15-106	Barbaro Gomez-Singh Jr.	Masters of Public Administration	Gender Wage Gap within the United States and the World	11/16/2015	11/17/2015	NRS

Duran moved, Velasquez seconded, 6-0.

C. Formal Board affirmation [5] of previously approved granted Renewals since the October 2015 meeting.

13-120	Marianne Abramson	Psychology	Effects of Bright Light Treatment on Memory: A Randomized Placebo Study	12/11/2013	1/6/2014, 10/13/2014 1/14/2016	Exempt
14-90	Adrian Villalta-Cerdas	Chemistry	Effect of Self-Explaining on Chemistry Conceptual Learning	9/23/2014	9/25/2014, 9/30/2015	Exempt
14-114	Victor Comaianni	PPA	Implementation of a Clinical Integration Program Program Evaluation	12/1/2014	12/15/2014, 12/10/2015	Exempt
15-01	Charles Lam	NSF IUSE Grant	STEM Retention and Graduation: An Integrated Approach	1/2/2015	1/7/2015	Exempt
15-02	Joshua Miller, DHSc	Physical Education and Kinesiology	Normative Values of the Functional Movement Screen in Athletes	1/6/2015	1/20/2015, 1/14/2016	Expedited

Gamboa moved, Newberry seconded, 6-0.

D. Modification [6] of previously approved protocols since the October 2015 meeting. 13-120 added new student assistants to the protocol. In 14-51, a request of high school attended was added to the questionnaire. In 14-87 there was a change in the posttest to reflect changes in course content, Protocol 15-82 added the use of the ACHA-NCHA Campus Climate Survey Questions – Sexual Misconduct (CSU System-wide) and the change in incentives from twenty \$25.00 gift cards to two \$100.00, two \$50.00, and eight \$25.00 gift cards. NRS 15-88 and 15-93 changes their titles.

Number	Author	Department	Title	Date Submitted	Final Approval	Type of Review
13-120	Marianne Abramson	Psychology	Effects of Bright Light Treatment on Memory: A Randomized Placebo Study	12/11/2013	1/6/2014, 10/13/2015	Exempt Modification
14-51	Melissa Danforth	CEE/CS - NSF SFS Grant	NSF SFS Summer REVS-UP Outreach	5/19/2014	7/13/2015	Exempt Modification
14-87	Leigh Collins, Bruce Hartsell, Roseanna McCleary	Social Work	Evaluation of a Special Topics Social Work Professional Writing Course	11/12/2015, 9/16/2014	9/17/2014	Exempt Modification
15-82	Lauren Ash-Anderson and Erika Delamar	Student Health Services	National College Health Assessment	12/2/2015, 8/17/2015	12/3/2015, 11/15/2015, 9/28/2015, 10/15/2015	Exempt Modification
15-88	Virginia Martinez	MPA	A Program Proposal to Develop an Effective New Employee Orientation and Onboarding Program at the Workplace	9/22/2015	11/17/2015, 10/1/2015	NRS Modification
15-93	Narbeh Vartanian	Policy and Public Administration	Effects of Job Related Stress and Organizational Stress on Negative Coping Skills in Law Enforcement	9/29/2015	11/10/2015, 10/9/2015	NRS Modification

Velasquez moved, Newberry seconded, 5-0. McCleary abstained as she is affiliated with 14-87.

E. Formal Board affirmation of protocol closures [12] (unless renewed)
 whose authorization have ended or will end prior to the January 2016 IRB meeting.

Number	Author	Department	Title	Date Submitted	Final Approval	Type of Review
14-103	Erika Flores	Masters of Public Administration	Indicators of Recurrence of Child Maltreatment for Tulare County Child Welfare Services	10/24/2014	11/25/2014	3PA
14-105	Debra Jackson	Philosophy	Increasing PHIL 102 Student Success Through Asynchronous Learning in a Flipped Classroom	10/28/2014	11/3/2014	Exempt
14-104	Brian D. Street	PEAK	Lateral Balance and Mobility After Knee Replacement Surgery	10/25/2014	11/12/2014	Expedited
14-106	Phyllis A. Heintz, PhD, RN	Nursing	Nursing Student Knowledge and Attitudes Regarding Care of Older Adults	10/29/2014 Revision 2/26/2015	11/3/2014	Exempt
14-109	Michael Sloan	PPA	Assessment of an Electronic Grievance Tracking System in a Healthcare Setting	11/2/2014, revised 11/4/2014	11/4/2014	Exempt
14-111	Angel Armenta	Psychology	Non-College Attendees' Attitudes Toward College	11/14/2014	1/28/2015	Exempt
14-112	Debra Jackson; Kim Flachmann; Kelly O'Bannon; Eduardo Montoya; Becky Larson	Philosophy and Religious Studies	General Education Core Competency Assessment	11/25/2014, 12/5/2014, 12/15/2014	12/12/2014	Exempt
14-113	Belinda Vieyra	Social Work	Aspiranet Wraparound Program Evaluation	11/26/2014	12/2/2014	3PA
15-07	Efrain Rodriguez	Psychology	Perceptions of Language	1/12/2014	1/13/2015	Exemption
15-08	Maria Hernandez	Psychology	Supporting Former Foster Youth: Do Foster Youth Know the Resources?	1/12/2014	1/28/2015	Exemption
15-09	Mayra Tenorio	Psychology	Economics or Culture? Factors Contributing to the Decrease of Latino Male Enrollment in College	1/12/2014	1/28/2015	Exemption

15-12	Edgar Abelardo Ruiz-Arzapalo	Psychology	Knowledge of Water Scarcity is Linked to Water Conservation Behavior	1/14/2015	1/22/2015	Exemption
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Newberry moved, Gamboa seconded, 5-0. Duran abstained as she is affiliated with 14-111, 15-07, 15-08, 15-09 & 15-12.

F. New Protocol Reviews

New Protocol Reviews: Protocol 15-95 “In their Own Words” with Jeanine Kraybill, Political Science. All on the board will serve as Primary Readers.

Following instructions and introductions, the investigator summarized the protocol. The project is a part of a bigger project from her dissertation. The PI explained that she would be interviewing religious within the American Catholic Church (i.e. nuns, priests and bishops) in order to gain insight into gender and leadership roles of both male and female religious and gain their perspective on how religious leaders influence public opinion on public policy and social issues.

[Q: Question A: Answer C: Comment]

Q: Is it the case that the participants can decline to be recorded? **A:** No, they can decline to answer the question. And, they will get the questions in advance. **C:** That is not what you wrote. **A:** I feel that they will feel comfortable to respond. **C:** You need to provide more detail on the instructions to participants and the voice recording. You need to make it clear that they are being recorded and that they have the option to decline.

Q: Do the nuns feel like they have been studied enough? **A:** No, they do not especially about public opinion.

Q: Are you planning to collect demographic data such as age and order? **A:** No, but I can do this. The nuns are all very similar in age. I am interviewing older nuns that are very homogeneous.

Q: Are mention you will recruit participants using the snowball method. Please explain this in your protocol. **A:** Okay.

Q: Can you please omit the word “Draft” from the heading of the Informed consent form? **A:** Yes, I can.

C: You listed the number of contact groups. We you to be more specific and include the exact number of participants you will include.

C: In #16 please remove the phrase “such as” and fix the typos.

C: In regards to security, please include in your protocol how the data will be secured (flash drive with encryption).

There were no more questions or comments and the investigator was asked to leave so that the IRB could deliberate in executive session. McCleary motioned to approve the protocol with conditions. Newberry seconded [7-0].

Continuing Reviews

Protocol 07-91. “Evaluation for Kern County Children and Families Commission [KCCFC]” with J. J. Wang. Quarterly Report. Primary readers are all members.

The PI requested the renewal of the protocol and reported that there were no changes in the pattern of data collection. The PI updated the board on the revision requested at the Fall meeting of the beginning sentence in the Informed Consent Form. It now states, “By signing this form, I let First 5 Kern collect information about my children and myself for program evaluation.”

Duran moved to approve the report, Velasquez seconded, 6-0.

Edvention and Related with Randy Shultz. Quarterly Report. Primary readers are all members. Shultz provided an update on all the open protocols that the grant is supporting.

Protocol 10-157 & 13-84. “Edvention Fellows” and expansion Protocol 13-84 “TED Fellows.” Two groups have done evaluations leading to a manuscript and a publication that included both faculty and students.

Protocols 11-66, 11-68 & 11-122: “Cycle of Activity Model (CAM)”, “Discussion responses regarding the iPad use among a select group of pre-service teachers”, “Edvention Partners: Administration Leadership Study”. These protocols are all now completed. Protocol 11-68 garnered one publication.

Protocol 11-117. “Edvention Partners-Effects of CSU Teacher Preparation on K-12 Student Achievement”. A final progress report is being written.

Protocol 13-117. “The Effects of Training on Teacher Perceptions of Bullying”. The manuscript is 85% complete and will be submitted for publication by the end of the quarter.

Protocol 14-05. “Self-Efficacy of Teacher Candidate using a Co-Teaching Model”. This protocols continues.

Protocol 14-93. “Impact of STEM Camp Program on Student Achievement and Attitudes Toward STEM”. This protocol is being continued by the GRO STEM grant.

Newberry moved to approve the report and Gilchrist seconded, 6-0.

OTHER CONCERNS:

McCleary discussed receiving emails requesting that she complete online surveys and warned that these protocols must have our IRB approval or have a CSUB IRB deferral.

REMAINING MEETING DATES FOR 2016:

Spring 2016: April 15, 2016

Submission Deadline: April 6, 2016

Summer 2016: June 8, 2016

Submission Deadline: May 31, 2016

VIII. ADJOURNMENT: The meeting was adjourned at 10:15 am.

IX. BOARD TRAINING:

A. Spot check of protocols authorized since last meeting:

1. **Protocol 15-90** [Kyle Susa, Psychology]. "Face Perception". Submitted 9-24-15; authorized 10-1-15 following exemption from full review. [**Attachment F1:** Protocol 15-90; **Attachment F2:** Consent form]
2. **Protocol 15-91** [Kathleen Nicole Smith, Sociology]. "Which California State University, Bakersfield Student Athlete Academic Support Programs Help Student Athletes Achieve Academic Success?" Submitted 9-24-15; authorized 10-05-15 following exemption from full review. [**Attachment G1:** Protocol 15-91; **Attachment G2:** Consent Form]