

Research Ethics Board Meeting
March 15, 2012
7:00 – 10:00 pm Coast Capital Library – A2400

MINUTES

Attendees: Kyle Matsuba, Chair, Nathalie Gagnon, Amandah Hoogbruin, Lisa Kitt, Michaela Lucas, Joan Nesbitt, Kathryn Peterson, Constanza Rojas-Primus

Regrets: Kevin Hamilton, Marion Taylor

Recorder: Leslee Birch

| | | * Proposed Action | Time |
|------------|--|--------------------------|-------------|
| 1 | Approval of Agenda <ul style="list-style-type: none"> Moved and Seconded that the agenda be accepted as corrected Approved as Amended | A | 7:00 |
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| 2 | Approval of Minutes of the Meeting of February 16, 2012 <ul style="list-style-type: none"> Moved and Seconded the minutes be accepted as presented Approved Unanimously | A | |
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| 3 | Business Arising from the Minutes | | |
| 3.1 | REB forms <ul style="list-style-type: none"> Chair is revising the CBR form and researching various REBs to assist in revising all the forms | D | |
| 3.2 | Check List | D | |
| 3.3 | Workshop Presentation at the CELEBRATION 2012: <i>Research@Kwantlen</i> <ul style="list-style-type: none"> What do researchers think? What do they want to see from the REB? Who will be presenting? What counts as research? | | |
| 3.4 | REB Website <ul style="list-style-type: none"> Each member will review other REB websites to find way to improve the Kwantlen REB site | | |
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| 4 | Operating Procedures - No discussion | D | |
| 4.1 | Checklist <ul style="list-style-type: none"> Members reviewed the check list and gave suggestions on additions and improvements | | |
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| 5 | Full Reviews and Delegated Review | | |
| 5.1 | 2011-031 – approved <ul style="list-style-type: none"> Chair to advise researcher of additional requirement for consent form | D | |

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| 5.2 | 2012-002 – approved | D | |
| 5.3 | 2012-008 – approved | D | |
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| 6 | Expedited Reviews | | |
| 6.1 | 2012-006 – pending <ul style="list-style-type: none"> REB members asked for clarification and revisions to the application | D | |
| 6.2 | 2012-009 <ul style="list-style-type: none"> Approved | D | |
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| 7 | Revisions | | |
| 7.1 | 2009-034 – pending <ul style="list-style-type: none"> Waiting for documentation | D | |
| 7.2 | 2012-004 <ul style="list-style-type: none"> Approved | D | |
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| 8 | Questions - None | | |
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| 9 | Completion/Progress Reports | | |
| 9.1 | 2009-036 CBR | I | |
| 9.2 | 2010-041 CBR | I | |
| 9.3 | 2010-047 | I | |
| 9.4 | 2011-003 CBR | I | |
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| 10 | Any Other Business | | |
| 10.1 | REB membership and Chair positions Present members whose term expires on August 31, 2012 must reapply <ul style="list-style-type: none"> Kyle Matsuba will stand for Chair next term Compensation is unclear Members suggested revisions to G27 to amend the terms of service for REB members | D | |
| 10.2 | Education Tutorial 2 Discussion – What is Risk? <ul style="list-style-type: none"> Discussion | D | |
| 10.3 | Compensation <ul style="list-style-type: none"> Discussion | | |
| 11 | Next meeting dates <ul style="list-style-type: none"> A Doodle will be sent to the members requesting their preferred meeting time <div> <div>April 19, 2012</div> <div>1;00 – 4:00 pm</div> </div> <div> <div>May 17, 2012</div> <div>TBA</div> </div> <div> <div>June 21, 2012</div> <div>TBA</div> </div> <div> <div>July 19, 2012</div> <div>TBA</div> </div> <div> <div>August 16, 2012</div> <div>TBA</div> </div> | I | |
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| 13 | Adjournment | A | 9:05 |

A = Action
D = Discussion
I = Information