

Human Subject Institutional Review Board (HSIRB)
Meeting Minutes Fall I 2022

In attendance:

Scientific Concerns: Jessica Williamson (Interim Chair),
Brittany Sanchez, Isabel Sumaya (Alternate: RERC), Marianne Wilson
Non-Scientific Concerns: Christopher Livingston, John Stark
Community Concerns: Raj Cheshire, Grant Herndon
Chandra Commuri (Chair), Nate Olson
Alternate Member: Zack Zenko (Scientific Concerns)
Visitors: Gwen Parnell, Jeanine Kraybill
Absent: None

I. CALL TO ORDER

Chair Commuri called the meeting to order at 8:07 am.

II. APPROVAL OF MINUTES

The meeting minutes were approved. Stark motioned to approve the minutes, Livingston seconded, Olson, Zenko, & Olson abstained (6-3-0).

III. ANNOUNCEMENTS

Commuri to remain on the board as a regular member and Olson will take on the role of Chair. Stark motioned to approve, and Wilson seconded (7-0-0).

Williamson was nominated as Vice-Chair by Stark as Williamson has served as Interim Chair in the past. Stark motioned to approve, and Sanchez seconded (8-1-0).

Zenko is now officially an alternate member of the HSIRB. Many thanks to Dr. Zenko for agreeing to serve.

Sumaya commented on her new role as the Interim AVP for GRaSP. The board members congratulated her.

Sumaya gave an update on the GRaSP Office telecommuting policy. Sumaya explained that by telecommuting, the GRaSP team can provide services & assistance to faculty with greater flexibility to work on their research, and while writing grants and developing budgets.

V. OLD BUSINESS

- A. The IRB policy regarding data storage was revisited. It is the desire of the IRB to make more formal and possibly utilize the DMP Tool (data management planning tool) as other IRBs do. Stark expressed concerns about the safety of storing data on memory

sticks and on cloud storage. Commuri suggested we create a cheat sheet with 4 or 5 points for reference. It was also discussed that adding a statement about data with identifiers where necessary would be included. The link to the DMP Tool was provided to the members to review again and provide feedback at the next meeting. Sumaya stated that when researchers choose to utilize the Qualtrics system for anonymous surveys, that it is required to check the box that IP addresses, email addresses, or identifiers will not be included.

- B. Wilson as alternate HSIRB member. Stark motioned to approve, and Wilson seconded (7-0-0). The full roster was reviewed for member term expirations. Sumaya will reach out to Joseph Florez to find out if he is interested in serving as an alternate member.
- C. The topic of Broad Consent was revisited and the need to discuss the details of utilizing this option for our researchers was acknowledged. The board was reminded that the revised IRB policy includes the Broad Consent option (Exempt Category 8, see 45 CFR 46.104(d)(8)). Olson spoke of a colleague who we could invite to come and speak to the board about Broad Consent. Broad Consent will need to be added to the questions on the Cayuse IRB form as well as the Informed Consent templates. Parnell mentioned the importance of specifying the category or what type of research will or will not be used for in future research studies.

IV. NEW BUSINESS

- A. Inclusionary statement selected to add to the Cayuse IRB protocol form. Stark motioned, Livingston seconded (7-0-0).
- B. Oral History policy working draft to be provided at the Fall II meeting.
- C. Review of the 2021-2022 Provost report, it was agreed to allow members one more week to review the document and provide feedback.
- D. Export Control Policy
- E. Updates on Cayuse IRB protocol forms, Parnell, Wilson, & Sumaya working on revising and updating in earnest, meeting weekly to get it done.

V. FULL BOARD REVIEW PROTOCOLS [1]

- 1. 23-153: Inmate Defendant Remote Hearings, Jeanine Kraybill
Votes: Olson motioned to approve, and Stark seconded (6-0-0).

After introductions, the PI provided an overview of the project. After a discussion and questions of clarification asked of the PI, the protocol was approved with the conditions listed below.

- 1. Need to include specifics about the use of tablets. Please include:

- a. statement in protocol that the device is provided by the prison for security reasons as there is no other possible way to get device to participants.
 - b. the process that will ensure that the participants' responses will not be viewed by the prison staff once they have completed the survey. Make mention that they will be able to log out on their own to assure privacy (Chain of custody of tablets).
 - c. make clear when, how and by whom, the tablets will be distributed. There was mention in the meeting that the tablets would be distributed during "program" time and that the prisons guards would provide the tablets.
 - d. the script that guards will use when providing tablets to the participants. The script must include verbiage that makes it clear that guards cannot answers question about the study itself and can only answer questions about the use of the tablets. The script should include statements to the effect that the participants will not suffer any negative repercussions, retaliation for non-participation, or on the other end of the spectrum, any positive outcomes that may affect their parole etc. or better treatment if they do participate. Also, a statement needs to be made that no one will be able to link their answers to them personally and that their individual answers will not be reported back to the prison staff (this should also in the consent form information).
2. In the consent form, please include instructions on how the participants can contact CSUB IRB staff by letter (add CSUB Address for GRaSP) for concerns or complaints about their participation in the study.
 3. Make sure to update your CITI training prior to its expiration date in January 2023.
 4. In Cayuse revise your exclusion to include those that speak Spanish and add a Spanish version of your consent form.
 5. Make sure in Qualtrics you design your survey to NOT include any identifiers when surveys have been completed.

Formal board affirmations of 2 protocols previously tabled:

1. 22-167: Virtual vs In Person Office Hours: Faculty and Student Perspectives, Principal Investigator, Isabel Sumaya. Olson motioned to approve, Stark seconded, Sumaya and Wilson abstained (5-2-0).
2. 21-191: CSUB Art History Department Oral History Project, Principal Investigator, Christopher Livingston. Stark motioned to approve, Wilson seconded, and Livingston abstained (5-1-0).

FORMAL BOARD AFFIRMATIONS

Formal board affirmations of protocols previously approved since the last meeting (2022 Spring II):

Closures [1]
Cooperative Agreements [0]
Exempt from Full Board Review [19]
Expedited [0]
External Investigator Agreements [1]
External Investigator Reliance Agreement [1]
Full Board [1]

Attachment A
2022 Fall I - IRB Meeting Minutes
September 16, 2022- 8:07 AM- 10:55 AM
Expedited Full [1]
Modifications [13]
NRRS [1]
Renewals [12]
Section 118 Designation [0]
Third Party Access to Existing Data [3]

Expedited Full [1]

23-111: Measured and Reported Strength for Gymnasts 8-16 Years of Age- Fear of Reinjury
Principal Investigator: Hannah Chernabaeff

Votes: Commuri motioned, Livingston seconded (7-0-0)

Expedited [0]

Exempt from Full Board Review [19]

Initial

1. 23-65: Adolescents' experiences in the foster care system
Principal Investigator: Marilyn Williams
2. 23-80: Social perceptions of cannabis use
Principal Investigator: Brittany Blossom
3. 23-66: School-based sex education with the participation of parents
Principal Investigator: Dee Drummond
4. 23-107: Pandemic and Childcare
Principal Investigator: Elizabeth Arevalo Vazquez
5. 23-48: Understanding How the COVID-19 Pandemic has impacted Undergraduate Extracurricular Involvement: Perspectives and Experiences from CSUB Students
Principal Investigator: Erick Plata Torres
6. 23-72: Overnight work schedules and its effects on individuals' lifestyles
Principal Investigator: Ivonne Ramirez
7. 23-13: CTEPP Investigative Research
Principal Investigator: Shaylyn Marks
8. 22-169: LGBTQ Families and Youth in Elementary Schools
Principal Investigator: BreAnna Evans-Santiago
9. 23-112: ADAPTING MULTI-TIERED SYSTEMS OF SUPPORTS (MTSS) DURING THE COVID-19 PANDEMIC
Principal Investigator: Noemi Hernandez
10. 23-29: Healthcare Managers and the Decision-Making Process
Principal Investigator: Ifeanyichukwu Mordi
11. 23-114: Psychological Skills Training Feasibility
Principal Investigator: Zachary Zenko
- 23-124: Apuntando Alta: Increasing Cultural Competence and Self-Efficacy in Undergraduate
12. 23-124: Apuntando Alta: Increasing Cultural Competence and Self-Efficacy in Undergraduate Nursing Students through a Cultural Submersion Experience
Principal Investigator: Janie Ashley
13. 23-120: Prison Library Reference Project- 2022

Attachment A

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Principal Investigator: Matthew McCoy

14. 23-126: An Equitable Pathway to In-Demand STEM Careers

Principal Investigator: Cheuk Ying Lam

15. 23-119: Faculty and Student Perspectives on Pandemic Related Academic Experiences

Principal Investigator: Janet Armentor

16. 23-150: External Investigator Protocol: Chancellor's Office Course Redesign with Technology Initiative Survey, B. Jones, Fresno State

Principal Investigator: CSUB IRB External Investigator

17. 23-128: Do I Belong? A Study on Campus Culture and its Effect on African American Student Persistence and Graduation

Principal Investigator: Jennifer McCune

18. 23-146: Managing Local Fiscal Crisis: Challenges, Strategies, and Lessons

Principal Investigator: Jinping Sun

19. 23-131: Re-examining best practices in preparing paraprofessionals and revisiting their roles and responsibilities in non-traditional classroom settings.

Principal Investigator: Yeunjoo Lee

Votes: Commuri motioned, Livingston seconded (7-0-0)

Modifications [13]

1. 23-119: Faculty and Student Perspectives on Pandemic Related Academic Experiences

Principal Investigator: Janet Armentor

2. 21-199: Group Exercise - Synchronous vs. Asynchronous

Principal Investigator: Zachary Zenko

3. 23-114: Psychological Skills Training Feasibility

Principal Investigator: Zachary Zenko

23-119: Faculty and Student Perspectives on Pandemic Related Academic Experiences

4. 23-119: Faculty and Student Perspectives on Pandemic Related Academic Experiences

Principal Investigator: Janet Armentor

5. 17-54: NSME DOE Grant Cohort Online Data Collection

Principal Investigator: Cheuk Ying Lam

6. 22-159: Physical Activity, Fall Risk, and Falls After Total Knee Replacement

Principal Investigator: Mayra Medina

7. 22-28: Effects of Healthcare Career Education on Pre-Health Undergraduate Majors

Principal Investigator: Janie Ashley

8. 22-187: Repeated remote ischemic preconditioning and arterial stiffness in young healthy prehypertensive population.

Principal Investigator: Jahyun Kim

9. 21-189: Comparison of virtual, hybrid, and in-person chemistry labs

Principal Investigator: Marina Shapiro

10. 21-187: Flipped Classroom Virtual Reality in Foundations of General Chemistry courses

Principal Investigator: Marina Shapiro

11. 22-97: Understanding Factors That Influence College Students' Leisure Time Physical Activity

Principal Investigator: Jesenia Nieves

12. 22-114: Black/African American College Student Experiences at a Majority Minority Institution

Attachment A

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Principal Investigator: Rhonda Dugan

13. 22-31: Indigenous Religious Traditions and Oral History: The impact of Forced Measures of Identity on Native American Spirituality in Southern California

Principal Investigator: Joseph Florez

Votes: Livingston motioned, Stark seconded (7-0-0)

Renewals [12]

1. 22-31: Indigenous Religious Traditions and Oral History: The impact of Forced Measures of Identity on Native American Spirituality in Southern California

Principal Investigator: Joseph Florez

2. 21-190: STEM Graduation rates at an HSI

Principal Investigator: Jaimi Paschal

3. 22-86: Specific Challenges of Remote/Online Learning for Students with Visual Impairments

Principal Investigator: Rebecca Penrose

4. 21-194: Leadership Academy Study

Principal Investigator: Katherine Herman

5. 22-28: Effects of Healthcare Career Education on Pre-Health Undergraduate Majors

Principal Investigator: Janie Ashley

6. 22-97: Understanding Factors That Influence College Students' Leisure Time Physical Activity

Principal Investigator: Jesenia Nieves

7. 22-98: Behavior Change Project

Principal Investigator: Zachary Zenko

8. 19-115: Individual factors and online dating

Principal Investigator: Jessica Williamson

9. 21-139: Online POGIL in Foundations of Analytical Chemistry course

Principal Investigator: Marina Shapiro

10. 17-87: Self-compassion Inductions II

Principal Investigator: Jessica Williamson

11. 17-80: Self-Compassion Inductions

Principal Investigator: Jessica Williamson

12. 20-95: Individual responses to socio-cultural and health-related factors

Principal Investigator: Jessica Williamson

Votes: Livingston motioned to approve, Stark seconded (6-1-0)

Closures [1]

1. 20-133: California Challenges in STEM Energy Education

Principal Investigator: Marina Shapiro

Closed on June 15, 2022

Votes: Olson motioned to approve; Livingston seconded (7-0-0)

Meeting adjourned at 10:55 am

Attachment A
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Training: none