

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

**Meeting Minutes - Summer
Wednesday, 8 June 2016 [DDH A108]**

Members Present:

Scientific Concerns: Anne Duran, Rose McCleary, Kathleen Gilchrist
Nonscientific Concerns: Paul Newberry, Steve Gamboa, Tony Alteparmakian
Community Concerns: Grant Herndon, James Velasquez, Colleen McGauley
RERC: Isabel Sumaya

Absent Member: None

Visitors: Chris Livingston & Curt Asher, Library
Imeh Ebong & Gwen Parnell, GRASP
Allison Gomez, Protocol 16-89

I. CALL TO ORDER

Chair, McCleary, called the meeting to order at 8:00 am.

II. APPROVAL OF MINUTES

The minutes of the previous meeting on Friday, 22 April 2016 were approved, McGauley moved; Herndon seconded, 9-0.

II. ANNOUNCEMENTS

On behalf of the board, RERC, and the GRASP office, Paul Newberry and Kathleen Gilchrist were thanked for their years of service to the board, and were given small tokens of appreciation. The group partook in cake and the sentiment was that they would be greatly missed.

RERC announced that she was given the okay to do her sabbatical and still director her grant, as such she would be taking her sabbatical in the Fall. In her absence, Steve Suter, former RERC, has agreed to serve as the acting RERC for the semester. RERC remarked that she was very pleased that Suter agreed to do so.

RERC discussed the finding from the executive report on Qualtrics that was conducted by Ed.D student, alum, and lecturer in the department of Psychology at CSUB, Dee Baily. His assessment of Qualtrics served as an embedded assessment project as a part of his program at LaVerne. He found that although the majority of faculty and board members that he interviewed reported being pleased with the transition between the paper submission process and the on-line submission process, there were some areas for improvement. The report included seven recommendations. The board approved five of the seven recommendations that were feasible to implement. They include making

the website less cumbersome to navigate, adding explicit instructions in the submission form regarding the destruction of data, the addition of more examples of vulnerable populations, the addition of a FAQ link in the website, and finally the addition of examples of successful protocols on the website. RERC will work with G. Parnell during the summer to begin to implement the changes.

IV. OLD BUSINESS

Chair McCleary and RERC updated the board on the replacement of members including long time members, Paul Newberry (leaving because of other commitments), and Kathleen Gilchrist (retiring). As recommended by the board in the last meeting (Spring 2016), RERC submitted a recommendation memo to Senate Chair, Jackie Kegley, to appoint Nate Olsen, Philosophy and Religious Studies, as a replacement for Paul Newberry. RERC is awaiting the official appointment letter from the Provost. For the replacement of Gilchrist, the recommendation for Chandra Commuri has been put on hold. RERC is still waiting for Commuri's CV. McCleary will request his CV again.

RERC announced tentative meeting dates for the 2016-2017 school year that reflects the change to the semester system. Along with G. Parnell, it was decided that it was not feasible to keep the same schedule (same months) as scheduled in the quarter system. The board discussed that this new schedule would appeal to new faculty, especially in the case of the Fall, as there are now two opportunities for those undergoing standard review, as compared to one as was the case in the quarter system. The dates were approved by the board (Gamboa moved, Duran seconded, 9-0) with the caveat that member Herndon would check his calendar to make sure that there would be no conflicts in his schedule. Herndon will contact G. Parnell and RERC to confirm that he can make the meetings. The dates are:

Fall I.	September 9 th , 2016
	November 18 th , 2016
Spring I.	February 17 th , 2017
	May 17 th , 2017

V. NEW BUSINESS

Guests Curt Asher and Chris Livingston from the Library requested to be placed on the agenda to discuss the issue of the of board's policy on the review process for Oral Histories. They requested that the board consider changing their policy asking that Oral Histories be exempt from IRB review. Asher distributed a letter dated June 6th 2016, signed by History faculty, Douglas Dodd, Cliona Murphy, and Miriam Vivian. Their argument was outlined in the letter which stated that on September 8th, 2015, the Department of Health and Human Services (DHHS) issued revisions to the CFR explicitly excluding Oral histories from the IRB process. Asher further pointed out that the field of Oral Histories already has its own code of ethics that Oral Historians follow. After some discussion, RERC respectfully disagreed with Asher letting him know that the September 8th notice from the DHHS was a Notice of Proposed Rule Making (NPRM) which was only a set of recommended revisions to the regulations. RERC then shared that the comment period where the public had the opportunity to provide feedback on the proposed changes to the regulations ended December of 2015, and after overwhelming feedback in favor of the changes, the comment period was extended to January of 2016. RERC then made clear that since that time there have been no updates or changes. The current code still stands where Oral Histories are not on the list of exemptions from IRB review. After

the discussion ended Asher and Livingston were asked to step outside so that the board could go into closed session to further discuss the request. The board unanimously voted to not approve their request to change policy as it would not reflect current CFR. Newberry suggested that a taskforce be put in place that would include Gamboa, RERC and faculty from the History department to forge a better understanding of the regulations and to work on a process that would facilitate Oral History protocols. Newberry motioned to approve the taskforce and Gamboa seconded (9-0). Asher and Livingston were then asked back into the meeting where Chair McCleary let them know that the board sympathized with their concerns but could not meet their request due to current rules and regulations. However, McCleary posed the suggestion of a taskforce to improve the submission process for Oral Histories. Both Asher and Livingston were enthusiastic about the task force. Gamboa volunteered to take the lead on getting the task force together in the Fall of 2016.

Formal Board affirmation of protocols previously approved under **Standard Review, Expedited Review, Third Party Access** and **Exemption from Full Review** since the April 2016 meeting.

Standard Review [0]: Although the board reviewed Standard Protocol 16-49 at the Spring meeting, “The Effects of Non-Standard Work Hours on Personal Relationships” Investigator White III, the investigator has not responded to the letter of conditions for approval dated 4/29/2016.

Expedited Review [2]

#	Author	Department	Title	Date Submitted	Faculty Sponsor	Final Approval	Type of Review
16-36 3PA	Kenneth S. Lekim	Business and Public Administration	The Outmigration of Subspecialized Pediatric Services for Children with Special Healthcare Needs in Kern County	3/29/2016	Steven Daniels	4/29/2016	Expedited
16-70 3PA	Jessica Vasquez	Public Policy and Administration	“Operating Room Block Utilization and Its Impact on Productivity”	4/29/2016	R. Steven Daniels	4/29/2016	Expedited

Herndon moved, Velasquez seconded, 9-0.

Third-Party Access to Existing Data [4]

#	Author	Department	Title	Date Submitted	Faculty Sponsor	Final Approval	Type of Review
16-15 3PA	Kristina Miranda Garibay	Sociology	Gender and Computer Mediated Communications: A Content Analysis of the Language Expressed in Twitch Broadcasts	1/27/2016	Janet Armentor	2/29/2016	Exempt
16-36 3PA	Kenneth S. Lekim	Business and Public Administration	The Outmigration of Subspecialized Pediatric Services for Children with Special Healthcare Needs in Kern County	3/29/2016	Steven Daniels	4/29/2016	Expedited
16-70 3PA	Jessica Vasquez	Public Policy and Administration	“Operating Room Block Utilization and Its Impact on Productivity”	4/29/2016	R. Steven Daniels	4/29/2016	Expedited
16-76 3PA	Anna Laven	School of Arts & Humanities	School of Arts and Humanities Learning Community Analysis – Fall 2015 and Fall 2016 Cohort	5/7/2016		5/13/2016	Exempt

Herndon moved, Velasquez seconded, 9-0.

Exemption from Full Review [8]

#	Author	Department	Title	Date Submitted	Faculty Sponsor	Final Approval	Type of Review
16-23	Tracie Grimes	English	The Efficacy of Focus on Form versus Focus on Meaning Instruction in the SLA Classroom	2/14/2016	Emerson Case, Kim Flachmann	4/20/2016	Exempt
16-31	Ashley L. Stapley	Psychology	Relational Peer Victimization and its Impact on Cognition	3/9/2016	Marianne Wilson (Abramson)	4.20.2016 4/5/2016	Exempt
16-50	Kalyn Valentine	Sociology	African American Educational Persistence at California State University Bakersfield	4/13/2016	Alem Kebede	4/19/2016	Exempt
16-60	Emma Jarnyneh	Business & Public Administration	Evaluating Parent Satisfaction at Easter Seals Autism Services of Southern California	4/24/2016	Jinping Sun	5/10/2016	Exempt
16-67	Anna Laven	School of Arts & Humanities	School of Arts and Humanities Learning Community Analysis – Fall 2015 and Fall 2016 Cohort	4/27/2016		5/13/2016	Exempt
16-77	Debra Wilson	Nursing	BSN Student Experience with Medication Errors	5/11/2016		5/16/2016	Exempt
16-80	Myrna Arias	Master of Science and Health Care Administration	Program Re-design of California Children's Services Maintenance and Travel Program	5/12/2016	BJ Moore	5/19/2016	Exempt
16-85	Chandra Commuri	Public Policy and Administration	Appeals to values in Policy Framing: 'Duty Based' Versus Engaged Citizenship	5/19/2016		5/25/2016	Exempt

Herndon moved, Velasquez seconded, 9-0.

Formal Board affirmation [23] of protocols submitted and designated as **not** falling within the IRB/HSR definition of human subjects research (**not within IRB/HSR purview**) since the April 2016 meeting.

#	Author	Department	Title	Date Submitted	Faculty Sponsor	Final Approval	Type of Review
NRS 16-54	Beatrice Corral	Public Policy and Administration	A Program Proposal to Improve the Accounts Receivable Process at The Housing Authority of the County of Kern	4/18/2016	Jinping Sun	4/19/2016	NRS
NRS 16-55	Abraham Ruiz	Public Administration	Needle Exchange Programs	4/14/2016	R. Steven Daniels, Ph.D.	4/19/2016	NRS
NRS 16-56	Nobuko Tokuda	Public Administration	Seniors in Japan and Life Long Education	4/14/2016	R. Steven Daniels, Ph.D.	4/19/2016	NRS
NRS 16-57	Riley Orozco	Public Policy and	Endowing Future Leaders	4/13/2016	R. Steven Daniels, Ph.D.	4/19/2016	NRS

		Administration					
NRS 16-58	Ese Uwhubetine	MSA-HCM	Can CAM Aid Kern?	4/20/2016	Dr. B. J. Moore	4/27/2016	NRS
NRS 16-61	Guadalupe Otanez	Department of Public Policy and Administration	Human Trafficking in the United States: Are We Doing Enough?	4/22/2016	Jinping Sun	4/27/2016	NRS
NRS 16-62	Sandy Nimat	MPA	Emergency Department Wait Times: A Program Proposal Using Lean Six Sigma Methodologies	4/24/2016	Jinping Sun	4/27/2016	NRS
NRS 16-63	Lena Legge	Public Administration	After School Programs and their Effects on Juvenile Delinquency.	4/25/2016	Jinping Sun	4/27/2016	NRS
NRS 16-64	Courtney Anne Clerico	Master of Public Administration	Companion Animal Overpopulation Coalition Program Proposal	4/25/2016	Jinping Sun	4/27/2016	NRS
NRS 16-65	David L. Charleston JR.	Public Administration	Kern County Track and Field Development	4/25/2016	R. Steven Daniels	4/27/2016	NRS
NRS 16-66-	Lorena Herrera	MSA	A Program Proposal to Improve the Delivery of Information in Regards to Assisted Living Services	4/26/2016	Jinping Sun	4/27/2016	NRS
NRS-16-69	Jaime Lopez	MSA-HCA	The Hispanic Paradox: Myth or Reality in Kern County?	4/28/2016	BJ Moore	5/5/2016	NRS
NRS 16-71	Corey Costelloe	Public Administration	Social Media Usage Policy at CSU Bakersfield	4/28/2016	Dr. Jinping Sun	5/5/2016	NRS
NRS 16-72	Tim Melanson	Public Policy and Administration	Kern County Sheriff's Residential Substance Abuse Treatment (RSAT) Program - A Program Evaluation	5/4/2016	R. Steven Daniels, Ph.D.	5/5/2016	NRS
NRS 16-73	Abdulrahman Alessa	Public Policy and Administration	Closing the Gap: Reviewing Pay Secrecy and Gender Pay Equity in Higher Education	5/4/2016	Jinping Sun Ph.D.	5/5/2016	NRS
NRS 16-74	Hermenegi Ido Baza	Public Policy and Administration	Prison Realignment	5/4/2016	R. Steven Daniels, Ph.D.	5/5/2016	NRS
NRS 16-78	Eric Moland	Public Policy and Administration	Section 8 Voucher Subsidies	5/11/2016	R. Steven Daniels	5/16/2016	NRS
NRS 16-79	Ruchi Bhatt	Public Policy and Administration	A Policy Review of Denti- Cal: Does Centralizing the Management Decrease Access?	5/12/2016	Jinping Sun	5/16/2016	NRS
NRS 16-81	Clinton Leiva Mungary	Department of Public Policy and Administration	Tribal TANF Data Collection and Quality Controls	5/6/2016	R. Steven Daniels	5/16/2016	NRS
NRS 16-82	Margarita Rodriguez	Department of Public Policy and	How to Increase Student Engagement in Study Abroad at	5/5/2016	Jinping Sun	5/16/2016	NRS

		Administration	the California State University, Bakersfield.				
NRS 16-83	Madison Bundy	Public Administration	Project Proposal for a Student-Athlete Summer Bridge	5/18/2016	R. Steven Daniels	5/24/2016	NRS
NRS 16-84	Ramneet Gill	Public Policy and Administration	A Policy Proposal for Kern County on Produced Water in Fracking	5/19/2016	Jinping Sun	5/24/2016	NRS
NRS 16-87	Sukhvir Kaur	Master in Public Administration	Program Evaluation for Faculty and Staff Initiative for Student Success	5/17/2016	R. Steven Daniels	5/24/2016	NRS

Herndon moved, Velasquez seconded, 9-0.

Formal Board affirmation [2] of previously approved granted Renewals since the April 2016 meeting.

#	Author	Department	Title	Date Submitted	Faculty Sponsor	Final Approval	Type of Review
14-115	Calli Lewis	Advanced Educational Studies, Psychology	Promoting On-Task Behavior During Therapeutic Groups Using a Self-Monitoring Tool: A Pilot Study	12/18/2014		5/24/2016, 2/3/2015	Expedited
14-05	Randy Schultz	TQP	Cooperating Teacher, CSUB Supervisor, and Teacher Candidate Survey on Self-Efficacy of Teacher Candidate Using a Co-Teaching Model	1/21/2014		4/7/2014	Exempt

Herndon moved, Velasquez seconded, 9-0.

Modification [5] of previously approved protocols since the April 2016 meeting. 13-120, and 16-31 added new student assistants to the protocol. In 14-115, a new investigator was added as well as a new school site. In 15-102 same survey questions were added and in 16-05 minor changes to the survey questions were made, and the collection of data from university students to outside the University in the Kern County Area was approved.

#	Author	Department	Title	Date Submitted	Faculty Sponsor	Final Approval	Type of Review
13-120	Marianne Abramson	Psychology	Effects of Bright Light Treatment on Memory: A Randomized Placebo	12/11/2013		4/20/2016 1/06/2013	Exempt
14-115	Calli Lewis	Advanced Educational Studies, Psychology	Promoting On-Task Behavior During Therapeutic Groups Using a Self-Monitoring Tool: A Pilot Study	12/18/2014		5/24/2016, 2/3/2015	Expedited
15-102	Jeremy Woods	Management and Marketing BPA	Advancing the Measurement of Familiness in Family Business Research	11/6/2015		2/4/2016, 11/16/2015	Exempt
16-05	Lauren Lynch	Sociology	Beyond Color: An Examination of Interethnic and Biracial Identity	1/13/2016	Rhonda Dugan	4/19/2016 1/21/2016	Exempt

16-31	Ashley L. Stapley	Psychology	Relational Peer Victimization and its Impact on Cognition	3/9/2016	Marianne Wilson (Abramson)	4/20/2016 4/5/2016	Exempt
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Herndon moved, Velasquez seconded, 9-0.

Formal Board affirmation of protocol **closures [5]** (unless renewed) whose authorization have ended or will end prior to the June 2016 IRB meeting.

#	Author	Department	Title	Date Submitted	Faculty Sponsor	Final Approval	Type of Review
14-24	Ying Zhong, Sandra Bozarth	Library	R We On the Same Page of E-Books? Usage and Attitudes Among CSUB Faculty and Students	4/1/2014		4/2/2014	Exempt
15-15	Wayne Moore	Anthropology	Experiencing Prejudice: A Yemeni-American Experience	1/27/2015	Hager El Hadidi	2/19/2015	Expedited
15-12	Edgar Abelardo Ruiz-Arzapalo	Psychology	Knowledge of Water Scarcity is Linked to Water Conservation Behavior	1/14/2015	Carol Raupp	1/22/2015	Exemption
15-27	Casey Harris	Psychology	Effects of Yard Signs on Attitudes	2/19/2015	Jess F. Deegan II	2/25/2015	Exemption
15-52	Joshua Miller	PEAK	Bod Pod – Measured vs. Predicted Thoracic Gas Volume in College Students	4/6/2015		4/28/2015	Standard

Herndon moved, Velasquez seconded, 9-0.

VI. New Protocol Reviews [2]

Protocol #16-92 “Information and Ideology: Constructing Political Knowledge During a Presidential Campaign” Michael Ault [Political Science]. All on the board will serve as Primary Readers. [Attachment C]. This protocol was not determined to be a standard review, however, the PI requested to be placed on the Agenda.

Although the PI requested to be placed on the agenda to discuss issues concerning the board’s policy regarding data collection in the classroom and ultimately his protocol 19-92, M. Ault was a no show. The policy is that a PI cannot directly collect data from their own students because of issues of undue coercion. The board decided to follow through with the review in the absence of the PI. The study will evaluate students’ perception of their ideology and their levels of political knowledge as they are enrolled in an online Political Science course taught by Ault. The board agreed that the protocol fell into the category of expedited. After some discussion the board conditionally approved the protocol with the conditions that the PI does not analyze the data until the course is over and also waits to examine consent forms until after the course is over and grades have been submitted. Also the board requested that Ault state in the protocol and in the consent form that informed consent forms will be kept for at least 3 years after which forms will be destroyed, and lastly, the board’s policy is such that participation in a study cannot be an assignment in a course, but given the study is all about students’ knowledge and ideology while in the course, and measures are in place to ensure confidentiality and anonymity, the protocol was approved. RERC will notify Ault of the conditions for approval.

Protocol # 16-89. “Correlates between attitudes toward suicide and help-seeking behavior in the gay, lesbian, and bisexual community” Alison Gomez, Sara Copland, and Dr. Anne Duran [Counseling Psychology & Psychology]. All on the board will serve as Primary Readers. **[Attachment D].**

Following introductions, the investigators summarized the protocol. Of the three authors, two were present, Dr. Anne Duran and student, Alison Gomez. Gomez explained that the study will focus on the correlation between young adults’ attitudes toward suicide and helping behavior in the gay, lesbian, and bisexual community via an online survey on Qualtrics. Gomez further highlighted that there is a lack research in the literature on this topic.

[Q: Question A: Answer C: Comment]

Q: I am very concerned about the participants that will respond that they are at risk for suicide. What will the prompt be for those participants? **A:** They will be directed to call 911. If they have a score of more than half, there is an emergency page with this information (Gomez).

Q: So, are you saying that there will be no follow up other than giving them info on who to call on a screen? I am very concerned about this because some could die if there is no follow-up. **A:** We cannot provide counseling because the survey is online (Gomez).

Q: What is the rationale for collecting data online? **A:** Because there is a stigma for people that are not out yet, this allows participants to answer with anonymity (Gomez).

C: After reading your protocol I see no real rationale for the study. Is there any information about Kern County and suicide rates among gay, lesbian, and the bisexual community that you can tell us about? **A:** I do not know those statistics (Gomez). **C:** Without a rationale it seems that you are just collecting data just to gather information without a real rationale for doing so.

C: Tell us how you will go about recruiting participants. **A:** We will recruit from Facebook. We will post the link there so that they can then be directed to the Qualtrics. Because there is a stigma for people that are not out yet, this allows participants to answer with anonymity (Gomez). **C:** Maybe if people are scrolling through Facebook and they accidentally stumble on the link this it would be helpful. **C:** I take suicide very seriously, and scrolling through Facebook and answering questions about their levels of suicide with no follow up is a major problem with me. I have much experience with people that are suicidal and no follow up is a major problem. And, what about age and suicide? Older adults are much more likely to follow through with their suicidal thoughts as compared to younger populations. Are you limiting the age of your participants? **A:** No (Gomez).

C: Can’t you talk to participants on the phone and do some follow up? **A:** No, we are not tracking the participants (Gomez).

Q: Isn’t it problematic that you are trying to recruit people that who do not seek help to get services anyway? **A:** Because there is a stigma for people that are not out yet, this allows participants to answer with anonymity (Gomez).

After the questioning period, the PIs were asked to leave the room so that the board could meet in closed session to discuss the protocol. The board had major reservations about this protocol all based on the risk to the participants. The discussion is summarized in the following points: 1) There is a lack of clear focus on what the purpose of the study is, 2) the impersonal methodology is not appropriate for the vulnerable population of possible suicidal participants. Therefore, the risks do not outweigh the benefits. McCleary moved to deny approval of the protocol, Velasquez seconded (8-0, Duran did not vote as she was an investigator on the study). The PI's were then asked back into session and Chair McCleary then notified the PI's that the study was not approved. The RERC then read points 1-2 listed above and then provided recommendations for the submission of a new protocol. The recommendations were: The study should employ face-to-face data collection to ensure better protection of the vulnerable population, should include a more comprehensive rationale for the study, and lastly, data should be collected in the school clinic.

OTHER CONCERNS:

Paul and Kathleen last meeting: We will miss Paul and Kathleen.

VII. ADJOURNMENT: Gilchrist moved to adjourn the meeting and Gamboa seconded (9-0). The meeting adjourned at 10:00 am.

VIII. BOARD TRAINING:

A. Spot check of protocols authorized since last meeting:

- 1. Protocol 16-50** [Kalyn Valentine, Sociology]. "African American Educational Persistence at California State University Bakersfield". Submitted 4-13-16; authorized 4-19-16 following exemption from full review. [**Attachment E1:** Protocol, **Attachment E2:** Informed Consent, **Attachment E3:** Survey]
- 2. Protocol 16-77** [Debra Wilson, Nursing]. "BSN Student Experience with Medication Errors". Submitted 5-11-16; authorized 5-16-16 following exemption from full review. [**Attachment F1:** Protocol 16-31; **Attachment F2:** Consent form, **Attachment F3:** Survey]