

April 18, 2011
12:00 – 2:00 p.m.
Plaza 600F

BROCK UNIVERSITY RESEARCH ETHICS BOARD
Minutes of the April 18, 2011 Meeting

Attendees:

Down, Susan
 Frijters, Jan
 Hodson, Gordon
 Malleck, Dan
 McGinn, Michelle
 Rose-Krasnor, Linda
 Shores, Bevin
 Tardif-Williams, Christine
 Thomson, Ron
 Torti, Jacqueline
 Walker, Lori
 Williams, Kate

Regrets:

Bordonaro, Karen
 Chalmers, Heather
 Ditor, Dave
 Falk, Bareket
 Liu, Jason
 Lovering, Mary
 Mair, Bruce
 Rawlings, Kevin

MINUTES		
ITEM	DISCUSSION	ACTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> · Suggestion made to have a discussion at future meetings about quorum, especially now that we are moving forward with the second board. <p>Motion to approve April Agenda (CTW,BS)</p> <ul style="list-style-type: none"> · Approved 9, Opposed 0, Abstentions 1 <p>Motion to approve February and March decision reports (JF, SD)</p> <ul style="list-style-type: none"> · Approved 9, Opposed 0, Abstentions 1 <p>Motion to approve February minutes (JF, GH)</p> <ul style="list-style-type: none"> · Approved 9, Opposed 0, Abstentions 1 <p>Motion to approve March minutes (CTW, GH)</p> <ul style="list-style-type: none"> · Approved 8, Opposed 0, Abstentions 2 	
2	<p>Updates from Previous Minutes</p> <p>Compliance Case (in-camera)</p> <p>REB Survey</p> <ul style="list-style-type: none"> · Sending to ad-hoc committee tomorrow for a test run · Final survey to be sent to graduate students and faculty members later this week · REB members were encouraged to watch their emails and inform their colleagues about this at department meetings <p>Research Ethics administrative support</p> <ul style="list-style-type: none"> · Lost full-time research ethics administrative assistant before March break · The REB previously discussed drafting a letter to VP-Research expressing concerns about cuts to staff · Before a letter was prepared, the VP-Research put support in place in the form of 2 full days per week from temporary services. · Some REB members expressed concerns with new position · Question posed: Should a letter still be sent to VP- 	<ul style="list-style-type: none"> · MM to draft something and distribute to REB members

		<p>Research?</p> <ul style="list-style-type: none"> Members thought a letter should be drafted explaining that while this temporary support is appreciated, it won't suffice. Suggested a meeting be requested between REB Executive and VP-Research to discuss this further When the two boards are functioning (July), support needs will be higher. 	
3	Business Deferred from Previous Meeting	<p>Affirm Motion to Approve Guidelines for Minimal Risk Research Involving Alcohol Consumption</p> <ul style="list-style-type: none"> The REB voted in favour of the guidelines at the January 2011 REB meeting but did not have quorum Motion put forward to approve these guidelines (JF, RT) <ul style="list-style-type: none"> Approved 9, Opposed 0, Abstentions 1 	<ul style="list-style-type: none"> KW to post guidelines on REB website
4	New Business	<p>Update from Regional Workshop on TCPS2</p> <ul style="list-style-type: none"> Office staff, the Chair and some members from the Aboriginal Research Advisory Circle attended the regional workshops offered by the Panel on Research Ethics (PRE) in Toronto. Workshops were developed to help with application and interpretation of the new TCPS. Topics included: biomedical research, social science research, Aboriginal research, and governance. Sessions involved case studies. Workshops were somewhat disappointing because conversations were not as advanced as anticipated. Noted program evaluation was very poorly done as there was no mechanism to provide feedback to the Secretariat without providing feedback to the researchers. Expectations were high considering this was organized by PRE. The REB/REO needs to think about how we will educate Brock researchers about the new TCPS. Suggested we tackle education on multiple fronts - workshops with cases, a newsletter, something on the website, etc. Suggested we do something different such as run a series of engaging posters. Develop mechanisms to build interest in research ethics for faculty and students Suggested an interactive workshop but also hand out a one-page sheet with basic information for researchers to refer to later Targeted workshops were also suggested. These would focus on changes in the new TCPS for different topics: qualitative research, research involving Aboriginal people, scholarship of teaching and learning, etc. Suggested education be focused on issues that are most often misinterpreted <p>Update from REB Executive Retreat</p> <ul style="list-style-type: none"> Current REB Chair, past Chair, current Vice-Chair (incoming SREB Chair), LW and incoming BREB Chair were in attendance Task was to look strategically at the upcoming year including the how to effectively move forward with the new BREB Recruitment and training were discussed Training for BREB to start in May or June. SREB training to 	<ul style="list-style-type: none"> LW to email document from Rachel Zand to the REB KW to follow up with an email to see who will be continuing and on which board

		<p>take place in August. In subsequent years, the training could consist of one half day general REB training and then one half day where SREB and BREB separate for focus-specific training</p> <ul style="list-style-type: none"> · Policy development requirements between the two boards were discussed along with budget issues · Electronic system was discussed. Specifically when and how it would come into play. · Asked current Board members to inform the office if they would like to continue and to which board they would like to be affiliated <p>Spring/Summer REB meeting schedule</p> <ul style="list-style-type: none"> · New schedule was distributed 	<ul style="list-style-type: none"> · Circulate new schedule via email to all REB members
5	Education	<ul style="list-style-type: none"> · LW will put something together on the scholarship of teaching and learning for the May REB meeting · REB members were encouraged to let the office know if they have any other suggestions for future education 	
6	Other Business	<ul style="list-style-type: none"> · Brock has signed an agreement to have research take place here that is under the oversight of another institution and REB · This particular research involves the Ontario Cancer Research Ethics Board and hospitals in Waterloo, Kingston and St. Catharines · A small part of this study will involve collecting data from people in a lab at Brock · The file was reviewed as previously approved · The co-investigator at Brock will provide the REB with local reports and annual renewals 	
7	Meeting Adjourned		