

July 21, 2010
12:00 – 2:00 p.m.
Plaza 600F

BROCK UNIVERISTY RESEARCH ETHICS BOARD
Minutes of the July 21 2010 Meeting

Attendees:

Chalmers, Heather
 Falk, Bareket
 Frijters, Jan
 Gallagher, Tiffany
 McGinn, Michelle
 Raddon, Mary-Beth
 Rose-Krasnor, Linda
 Shores, Bevin
 Walker, Lori
 Williams, Kate

Regrets:

Bordonaro, Karen
 DiBiase, Ann-Marie
 Gregson, Paige
 Longboat, Catherine
 Mair, Bruce
 Malleck, Dan
 Nash, Catherine
 Rawlings, Kevin

MINUTES		
ITEM	DISCUSSION	ACTION
1	<p>Welcome</p> <p>Motion to approve July Agenda (BF ,JF) - All in favour (8)</p> <p>Motion to approve June decision reports (MBR, BS) - All in favour (8)</p> <p>and June minutes (BF ,TG) - no additions or corrections - Approved 8, opposed 0, abstentions 0</p>	
2	<p>Business Arising from Previous Minutes</p> <p>Business Cases as Research</p> <ul style="list-style-type: none"> - whether or how to distinguish between business case studies and case studies in other disciplines was further discussed - Direction was needed for researchers and REB members on how to review this type of research - There was debate about what type of research should go through the REB process and what type of research is exempt - An educational piece for researchers was suggested - A discussion on course-based research and forms ensued - The main focus of this conversation was on Business cases because numerous instructors from the Faculty of Business have done business case research in the past without going through the REB - Some examples were discussed - The distinction between research and case studies needs to be sorted out - It was suggested that guidelines for different case studies in various disciplines need to be written - The exempt criteria on the current draft guidelines must be interpreted in the context of the research (depending on the discipline) 	<p>Contact course instructors for Business Research courses (e.g., Applied Business Research)</p> <p>The subcommittee will meet to extend guidelines to include other disciplines and better define a case study. LRK will write something for Psychology and MM will provide something for Education</p>

3	New Business (moved in-camera)	Full Board Review	
4	Educational Component	Student Research <ul style="list-style-type: none"> · MM shared an excerpt from the MEd newsletter · This excerpt was part of a follow-up educational piece from a non-compliance issue this year · It was hoped that this information about participation in research studies would help educate students about human research ethics and data collection with human participants 	
5	Other Business	New Clearance Letter <ul style="list-style-type: none"> · The Research Ethics Office changed the acceptance letter to a clearance certificate (this applies to all 2010 files, renewals and modifications) · It was discussed that the new certificate will help with record keeping and compliance with the Tri-Council Policy Statement · Renewals will be needed one year from the original clearance date · Changes were also made to streamline administrative tasks and to save paper: REB members will no longer receive emails on clearance certificates, only on clarification letters. They will continue to receive monthly reports on clearances to be ratified at meetings. The REB Orientation <ul style="list-style-type: none"> · The REB Orientation was announced · Training for new REB members will take place on August 18th from 9am-12pm and the August REB Meeting will follow from 12-2pm. Shared lunch from 12-12:30. New members were invited to stay for the meeting. 	
6	Meeting Adjourned	2:08pm	