2004-2005
Year-End Report
Institutional Testing & Research Committee

I. Members:  Clarence Rohrbaugh, Chair
             Yi Wang, Michael Belmear, Mary Bennett, Gilberto Delgado, Pamela
             Hamilton, Mohamad Khalil, Debra Lupica-Scott, Mary Meighen, Thomas
             Nicholas, Nancy Parks, Paul Reneau, Steven Roof

II. Activities:
A. The committee reviewed requests for expedited review from individuals planning
   projects for school courses, and faculty working on individual or departmental research
   projects.

   1. Michelle Paulsel, a faculty member, submitted an application in October 2004
      that was approved.

   2. Marc Pyles, a graduate student, submitted an application in November 2004
      that was approved.

   3. By the 28th of March, eighteen students have submitted and been approved for
      minimum risk research studies.

B. The committee continued to use a WebCT forum so that proposals could be uploaded
   to the online forum and reviewed individually. Several applications were distributed as
   paper copies at the committee member’s request. Email was used by committee members
   to provide feedback on all applications that qualified for expedited review (these are
   minimum risk studies).

C. A letter of approval was sent to all applicants after committee review. No applications
   required quorum review or revision.

D. At the request of Dr. Anne Patterson, the committee developed a forty-eight page
   University wide policy on the use of human subjects in research. This policy was based
   on the Code of Federal Regulations (45 CFR 46) and structured using the West Virginia
   University policy as a template. (see enclosed)

E. The committee has begun the process of requesting a name change (from Institutional
   Testing and Research Committee to Internal Review Board) that better fits the committee
   tasks and conforms to Federal code. The committee is also reviewing options for the
   dissemination of new policy requirements related to human subjects in research.