**Kansas Wesleyan University**

**2019-20 Committee Annual Report**

**Name of Committee: Institutional Review Board**

**Chair of Committee: David S. Silverman**

**Committee Members: Dirk Hutchinson (community member), Rose Steimel, Phil Meckley, Annel Cordero, Wendy Gibson, Julissa Bermudez (student member)**

**Purpose of Committee:**

The purpose of the IRB Committee is to review student and faculty projects that involve human subjects in order to ensure that there is both oversight of such projects and protection for the human subjects involved.

**Meetings Held (**dates): November 4, 2019

**Committee Work:**

### Decision Highlights / Actions and Motions passed by committee during this academic year (and how did they advance the Mission and strategic goals of KWU):

Required updated training of all members. This training also included Dr. Matt Thompson, Dr. Damon Kraft, and Dr. William Backlin. Additional faculty trained: Professor Neil Ward.

### Is there any follow-up still pending for coming year? (Use second page if necessary)

No.

### List Dashboards/Goals for the coming year and how they relate to the Mission and strategic goals of KWU:

Make sure all members receive training every two years, or as new members are brought onto the committee.

1. **Are all committee minutes posted on the KWU Intranet?** X Yes \_\_\_ No
2. **Committee recommendations for next academic year. Please share any comments the committee has for making the work of this committee more effective in accomplishing its charge and goals.**

Continue our policy of fast (within 2 weeks) turn around, even for full reviews.

1. **Provide evidence to prove the following based on this committee’s work this academic year. Evidence should be both attached to the annual report upon submission and sent to the Director of Assessment, clearly indicating which core component the evidence supports:**

**2.E.1: Institutions supporting basic and applied research maintain professional standards and provide oversight ensuring regulatory compliance, ethical behavior and fiscal accountability.**

The committee accepted, reviewed, and oversaw seven (7) reviews in the Fall 2019, and five (5) in the Spring 2020. All of these reviews, save one, were done via e-mail, while one (1) was a full review requiring a face-to-face meeting of the committee (11/04/19).

**2.E.2: The institution provides effective support services to ensure the integrity of research and scholarly practice conducted by its faculty, staff, and students.**

As stated earlier, the entire committee, as well as the academic leadership of the university, underwent compliance training approved by the NIH. Additionally, our charter was renewed.

Handbook requires procedural rules adopted by any faculty committee be sent to Faculty Affairs.

 6/3/2020

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**Committee Chair’s Signature Date**