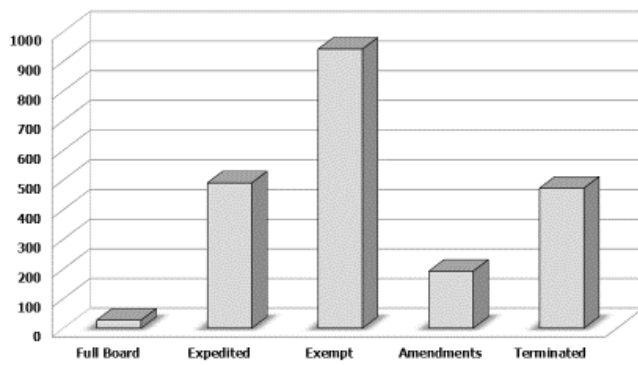


**Texas Tech University  
Protection of Human Subjects  
Institutional Review Board/  
Human Research Protections Program**

**2014 Annual Report**

Total of 1,930 protocols in 2014  
including 472 terminated protocols  
but not including 192 amendments to protocols



## **About the IRB/Human Research Protection Program**

The mission of the IRB is to protect the rights and welfare of human research subjects by minimizing risks, ensuring that people are fully informed before they participate in research, and promoting equity in research participation.

The Texas Tech University Institutional Review Board for the Protection of Human Subjects (IRB) complies with the Federalwide Assurance registration guidelines through the Office for Human Research Protections of the U.S. Department of Health and Human Services regulated by 45 CFR 46 under number FWA00001568. It is also identified by IORG 0000166 and IRB 00000276 codes. Registration is current and the FWA expires on October 23, 2019.

The Human Research Protection Program (HRPP) carries out administrative duties involved with the Institutional Review Board. The HRPP is supervised by Dr. Alice Young, Associate Vice President for Research Integrity, under the oversight of the Vice President for Research.

### **People**

*Chair, Manager, Program Coordinator, Program Coordinator for Post-Approval Review*

Dr. Rosemary Cogan continued as the Chair of the IRB in 2014. Ms. Donna Peters continued as the Manager of the Human Research Protection Program. Ms. Peters continued both pre-screening new IRB proposals before sending the proposals to reviewers and continued reviewing Exempt proposals. She continued to make presentations about the IRB to TTU classes and groups. She has completed a Master of Public Administration. Both Dr. Cogan and Ms. Peters have a current certification as Certified IRB Professionals (CIP).

Ms. Esther Lucey and Mr. Rick Shupe continued as Program Coordinators. Ms. Lucey has particular responsibility for processing new proposals and maintaining records. Mr. Shupe has particular responsibility for post-approval review of protocols and for presentations about the IRB. Both Ms. Lucey and Mr. Shupe also do pre-reviews of Exempt and Expedited proposals. Both attended the Public Responsibility in Medicine & Research (PRIM&R) conference in Baltimore. Esther Lucey has earned certification as a Certified IRB Professional (CIP). Rick Shupe is working on a doctorate in Human Development and Family Studies has been selected as a member of the TTU President's Leadership Institute.

### *IRB Members*

In 2014, one IRB member left TTU. Four new faculty members were trained under the HRPP/IRB mentor-mentee training program early in 2014 and joined the IRB. There are currently 18 members of the IRB, 9 alternates, and 4 ex-officio members. TTU faculty members receive workload credit for their IRB work. A current roster of the IRB can be found on page 6. This is an exceptional group of people in terms of commitment, sensitivity to the issues involved in protecting human subjects, and willingness to be helpful to members of the university community.

## Activities in 2014

### *Meetings*

The full IRB met five times in 2014. IRB members discussed research articles and educational materials at each meeting. The minutes of the IRB Full Board Meetings are available to the public by contacting the IRB Coordinator at 806-742-2064 at [hrpp@ttu.edu](mailto:hrpp@ttu.edu).

### *Staff Development*

Staff development is a critical component of the work of the HRPP. Ms. Peters, and staff members attended the TTU Responsible Conduct of Research Conference, several webinars and several short-courses offered by TTU and PRIM&R.

### *Protocols*

The number of IRB protocols has more than quadrupled since 2005. In 2014, we continued to take active steps to limit unnecessary IRB proposals and be within regulatory requirements. We arranged to have the names of faculty and professional staff members who would be leaving TTU sent to us each month. Working with these faculty and staff members, we have closed 70 protocols and transferred the others to new Principal Investigators.

<b>Year</b>	<b>Current protocols at the end of the year</b>
2005	326
2006	557
2007	824
2008	1,001
2009	1,152
2010	1,206
2011	1,243
2012	1,213
2013	1,214
2014	1,458

Of the active IRB protocols, 97 involve sponsored projects.

### *Budget*

The HRPP budget includes salaries for the HRPP Manager, the two Program Coordinators, and 25% salary for the Chair. We also have two quarter time undergraduate student assistants. The budget includes some funds for professional memberships, travel to educational conferences, certification fees, and a modest amount for relevant journals, books, and supplies.

## Accomplishments and Goals

We will continue to focus on the smoothest possible functioning of the HRPP by helping investigators with the least restrictive necessary level of IRB review, continuing to pre-screen proposals before they are sent to reviewers, and continuing to help every IRB member with training and educational opportunities. In 2014, we continued to implement the 5-10 year strategic plan for the HRPP that we developed in 2011.

### *Achieved in 2014*

1. We trained four new IRB members.
2. We continued a line of work on payment to research participants. In 2014, 36 IRB protocols paid participants from sponsored projects, 94 from internal TTU awards, and 26 from researchers' personal funds.
3. We identified 25 ethical concerns: 15 were concerns brought by subjects and/or possible adverse events and 11 were other issues of non-compliance. After investigation, we reported one problem to OHRP and resolved the others with the researchers.
4. In 2013, we had 582 new proposals; in 2014, we had 626 new proposals, a 7.6% increase.
5. We made 20 presentations to classes, groups, and administrative units and developed three training videos and have added these to the HRPP website.
6. This year the TTU IRB had authorization agreements with several universities. These agreements facilitate collaboration between TTU investigators and others.
7. We began a formal program of post-approval review of active IRB protocols.
8. A member of the IRB agreed to be a liaison to the Faculty Senate.

### *Goals for 2015*

1. We are moving to an electronic system. TTU has contracted with Evisions/Cayuse as one of three test sites for the development of the IRB/HRPP system. This is taking a considerable amount of time from Ms. Peters and the HRPP staff. TTU has been given a discount from Evisions/Cayuse for this partnership.
2. We need an Associate IRB Chair. This will provide for help with the workload and for continuity for the IRB Chair's job.
3. Late in 2014, Human Resources carried out a workload audit of the HRPP. We will receive a final report soon.
4. We will actively work on our self-study as a background for an application for AAHRPP accreditation.
5. We will update the Memorandum of Understanding with the TTU Health Sciences Center IRB.
6. We complete work with the TTU Information Technology Division to revise the Electronic Data Policy.
7. We will train at least four new IRB members.

*Long term goals*

Our continuing long-term goal is AAHRPP accreditation. We would like to accomplish this by December, 2019.

Rosemary Cogan, Ph.D., ABPP, CIP  
Chair, Institutional Review Board  
Professor of Psychology  
Department of Psychological Sciences  
Texas Tech University

Donna Peters, MPA, CIP  
Manager, Human Research Protection Program  
Office of the Vice President for Research  
Texas Tech University

TEXAS TECH UNIVERSITY  
 INSTITUTIONAL REVIEW BOARD  
 PROTECTION OF HUMAN SUBJECTS COMMITTEE  
 September 2014

Name	Term	Department	Phone	Email
Rosemary Cogan, Ph.D. (Chair)	2017	Psychology MS 2051	834-7739	<a href="mailto:r.cogan@ttu.edu">r.cogan@ttu.edu</a>
Lillie Aguilar	2017	Community	-	<a href="mailto:lilliegaguilar@gmail.com">lilliegaguilar@gmail.com</a>
Jan Blackwell	2017	Community	-	<a href="mailto:jblackwell7@suddenlink.net">jblackwell7@suddenlink.net</a>
Scott Burris, Ph.D.	2015	Ag Education and Communication MS 2131	834-8689	<a href="mailto:scott.burris@ttu.edu">scott.burris@ttu.edu</a>
Kelly Cukrowicz, Ph.D.	2017	Psychology MS 2051	834-8485	<a href="mailto:Kelly.cukrowicz@ttu.edu">Kelly.cukrowicz@ttu.edu</a>
John Fowler, Ph.D.	2015	Physiology MS 6525	743-2083	<a href="mailto:john.fowler@ttuhsc.edu">john.fowler@ttuhsc.edu</a>
Jamie Gorman, Ph.D.	2016	Psychology MS 2051	834-2942	<a href="mailto:jamie.gorman@ttu.edu">jamie.gorman@ttu.edu</a>
Stephanie J. Jones, Ed.D.	2017	Education MS 1071	834-1380	<a href="mailto:stephanie.j.jones@ttu.edu">stephanie.j.jones@ttu.edu</a>
Andy King, Ph.D.	2017	Media & Communication MS 3082	834-3535	<a href="mailto:andy.king@ttu.edu">andy.king@ttu.edu</a>
Lorenz Lutherer, Ph.D., M.D.	2016	Physiology MS 6651	743-2532	<a href="mailto:lorenz.lutherer@ttuhsc.edu">lorenz.lutherer@ttuhsc.edu</a>
Shirley Matteson, Ph.D.	2015	Education MS 1071	834-3841	<a href="mailto:shirley.matteson@ttu.edu">shirley.matteson@ttu.edu</a>
Susan Mengel, Ph.D.	2015	Computer Science MS 3104	834-6866	<a href="mailto:susan.mengel@ttu.edu">susan.mengel@ttu.edu</a>
Comfort Pratt, Ph.D.	2015	Education MS 1071	834-5710	<a href="mailto:c.pratt@ttu.edu">c.pratt@ttu.edu</a>
Melanie Sarge, Ph.D.	2017	Media & Communication MS 3082	834-2831	<a href="mailto:m.sarge@ttu.edu">m.sarge@ttu.edu</a>
Andreas Schneider, Ph.D.	2015	Sociology, Anthropology and Social Work MS 1012	834-7502	<a href="mailto:andreas.schneider@ttu.edu">andreas.schneider@ttu.edu</a>
Autumn Shafer, Ph.D.	2016	Media & Communication MS 3082	834-4816	<a href="mailto:autumn.shafer@ttu.edu">autumn.shafer@ttu.edu</a>

Name	Term	Department	Phone	Email
James L. Smith, Ph.D.	2015	Industrial Engineering MS 3061	834-0129	<a href="mailto:james.smith@ttu.edu">james.smith@ttu.edu</a>
Andy Young, Ed.D.	2015	Behavioral Sciences, Lubbock Christian University	720-7830	<a href="mailto:andy.young@lcu.edu">andy.young@lcu.edu</a>

Rosemary Cogan: Licensed Clinical Psychologist, State of Texas #3676; Board Certified in Clinical Psychology, American Board of Professional Psychology; Board Certified in Psychoanalysis, American Psychoanalytic Association, Certified IRB Professional  
Lorenz Lutherer: Licensed Physician, Texas Medical Board #E8682  
James Smith: Registered Professional Engineer-Texas; Certified Professional Ergonomist #577

EX-OFFICIO

Name	Department	MS	Phone	Email
Alice Young, Ph.D.	Associate Vice President for Research Research Integrity	1075	742-3905	<a href="mailto:alice.young@ttu.edu">alice.young@ttu.edu</a>
Katherine Austin Beltz, Ph.D.	Assistant Vice President Information Technology	2008	742-5156	<a href="mailto:kathy.austin@ttu.edu">kathy.austin@ttu.edu</a>
Jennifer Horn, J.D.	Director of Translational Research and Entrepreneurialism, OVPR	1075	742-3905	<a href="mailto:jennifer.horn@ttu.edu">jennifer.horn@ttu.edu</a>
Cliff Harris	Interim Director Environmental Health and Safety	1090	742-3876	<a href="mailto:cliff.harris@ttu.edu">cliff.harris@ttu.edu</a>

ALTERNATES

<b>Name</b>	<b>Term</b>	<b>Department</b>	<b>Phone</b>	<b>Email</b>
Nancy Bell, Ph.D.	2015	HDFS MS 1230	834-0263	<a href="mailto:nancy.bell@ttu.edu">nancy.bell@ttu.edu</a>
Shannon Bichard, Ph.D.	2015	Media and Communication	834-2312	<a href="mailto:shannon.bichard@ttu.edu">shannon.bichard@ttu.edu</a>
Lainey Castleberry	2016	Community Member	Lubbock City Hall	<a href="mailto:LCastleberry@mail.ci.lubbock.tx.us">LCastleberry@mail.ci.lubbock.tx.us</a>
Zhen Cong, Ph.D.	2016	Human Devel & Family Stud/Gerontology MS 1230	834-8082	<a href="mailto:zhen.cong@ttu.edu">zhen.cong@ttu.edu</a>
Angela Eaton, Ph.D.	2016	English MS 3091	742-2501	<a href="mailto:angela.eaton@ttu.edu">angela.eaton@ttu.edu</a>
Jim Johnson, PharmD, MPA, FACHE	2016	Community Member – Prisoners	Universit y Medical Center	<a href="mailto:jim.johnson@umchealthsystem.com">jim.johnson@umchealthsystem.com</a>
Sylvia Mendez- Morse, Ph.D.	2015	Education MS 1071	834-3137	<a href="mailto:sylvia.mendez-morse@ttu.edu">sylvia.mendez-morse@ttu.edu</a>
Kelly Phelan, Ph.D.	2015	Nutrition, Hosp., Retailing MS 1240	834-0050	<a href="mailto:kelly.phelan@ttu.edu">kelly.phelan@ttu.edu</a>
Alan Reifman, Ph.D.	2015	Hum Dev Family Studies MS 1162	834-5174	<a href="mailto:alan.reifman@ttu.edu">alan.reifman@ttu.edu</a>