

Date: June 21, 2019

To: Associate Deans for Research

cc: Suresh V. Garimella, Executive Vice President for Research and Partnerships
Jay T. Akridge, Provost and Executive Vice President for Academic Affairs and Diversity

From: Christopher R. Agnew, Associate Vice President for Research, Regulatory Affairs, and
Institutional Official for Purdue University

Re: The new Purdue Institutional Review Board (IRB)

This memo is being sent to all Associate Deans for Research, with the request that each of you distribute this information to your college's dean, department heads, faculty, post docs, graduate students, and research staff.

I write to update the Purdue research community on a significant change to the structure and processing timelines associated with our Institutional Review Boards (IRBs). Adapting a model to better serve the interdisciplinary nature of human subjects research at Purdue, the Human Research Protection Program (HRPP) will merge its Biomedical and Social Science Institutional Review Boards (IRBs) to form the Purdue Institutional Review Board, effective July 1, 2019. This merger will eliminate boundaries in review and increase consistency for researchers and reviewers alike. In addition, the new Purdue IRB will meet twice a month (rather than the current once a month per board), doubling full board review opportunities for researchers. *The increased number of meetings is expected to decrease protocol review time by half for studies requiring full board review.* Details regarding the new IRB are provided below.

IRB Meetings

The convened Purdue IRB will meet on the second (Meeting A) and fourth (Meeting B) Tuesday of each month, beginning in July 2019. Meetings are not scheduled during university-recognized holidays or breaks (e.g., during campus Spring Break). However, no two consecutive meetings may be cancelled for this reason alone. Meetings may be rescheduled at the request of the Chair as needed. By holding meetings twice per month, researchers will have the opportunity for faster processing by making and submitting any needed revisions prior to the next meeting.

Meeting duration will be strictly capped at a maximum of two hours unless additional time is necessary to complete review of an urgent matter. To ensure that new protocols and revisions receive appropriate review time, meeting agendas will alternate as described:

Meeting A (second Tuesday)	Meeting B (fourth Tuesday)
Review of New Protocols	Review of Revisions and Amendments
Review of Revisions and Amendments	Review of New Protocols

IRB Membership

IRB Membership and duties will be consistent with all provisions laid out in the [Purdue HRPP IRB Standard Operating Procedures](#) (SOP 201: IRB Membership). Required composition of the board and quorum definitions will continue to follow federal guidelines. Members with varied expertise will be appointed to the IRB by the Institutional Official on a fiscal year basis to begin service each July 1. The total membership of the IRB will remain similar to the total IRB membership previously spanning the two current boards. Membership will not exceed 15 members and will include one Chair and two Associate Chairs. One Associate Chair will be charged with oversight of educational activities and the other will be charged with protocol monitoring activities (including post-approval monitoring).

The following faculty colleagues, representing varied experience and subject matter expertise, have graciously agreed to serve on the new Purdue IRB, effective July 1, 2019, for a one-year (renewable) term:

<i>Name</i>	<i>Department (if Purdue)</i>	<i>College (or Campus if not Purdue West Lafayette)</i>	<i>Role</i>
Stephen Elliott	Computer & Information Technology	Polytechnic Institute	Chair
Jeannie DiClementi	Psychology	Fort Wayne	Associate Chair of Protocol Monitoring
Jeff Haddad	Health and Kinesiology	Health & Human Sciences	Associate Chair of HRPP Education
Andrew Brightman	Biomedical Engineering	Engineering	Voting Member (Scientist)
Wayne Campbell	Nutrition Science	Health & Human Sciences	Voting Member (Scientist)
Heather Glick or Jeannette Hyser or Nina Wojtalewicz			Voting Member (Non-Scientist; Rotating)
Jim Greenan	Curriculum & Instruction	Education	Voting Member (Scientist)
Yaman Kaakeh			Voting Member (Scientist)
Brandon Keehn	Speech, Language, & Hearing Sciences	Health & Human Sciences	Voting Member (Scientist)
Steve Landry	Industrial Engineering	Engineering	Voting Member (Scientist)
Jennifer Linvill	Human Research Protection Program		Voting Member (Scientist)
Seema Mattoo	Biological Sciences	Science	Voting Member (Scientist)
Sarah Sayger	Purdue Student Health		Voting Member (Scientist; MD)
Christie Sennott	Sociology	Liberal Arts	Voting Member (Scientist)
Jim Tyler	Psychological Sciences	Health & Human Sciences	Voting Member (Scientist)

More Improvements Ahead

The new Purdue IRB structure, meeting dates, and membership composition will help ensure that review times/processes are optimized for greatest efficiencies. In addition, (1) we will be introducing a cloud-based online system to replace our current protocol submission/processing system at the beginning of the academic year in August (no more annoying Word/PDF forms), and (2) in recognition of our improvement efforts over the past 2 years, we expect to become accredited by the Association for the Accreditation of Human Research Protection Programs (AAHRPP) before the end of 2019. More information about these changes is forthcoming.