

# ANNUAL REPORT

## HUMAN RESEARCH PARTICIPANTS COMMITTEE (IRB)

University of North Alabama  
Florence, Alabama

Ryan Zayac  
Committee Chair

3-9-2015  
Date submitted

Submitted to: Dr. Cabun and the Shared Governance Committee  
Title/Committee (if applicable) \_\_\_\_\_ Date received

# UNIVERSITY OF NORTH ALABAMA

## ANNUAL REPORT 2013/2014

### I. Executive Summary

Seventy

participants. These changes were made in a subsequent revision and the proposal was ultimately approved in late May.

IV. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?

8 research proposals received full review and subsequent approval from the HSC (the 56 expedited and 14 exempt submissions were reviewed solely by the chair). Dr. Blackstone reviewed the NIH and HHS IRB Policies this summer and updated UNA's policy to meet those requirements. UNA's website was updated in October to reflect these changes. The web page now includes an ethics tab, a policy guidance tab and forms tab. There are also regulations on audio/visual policy concerning human subjects and how to report deviations and human subject complaints.

V. What were the Committee's formal recommendations?

HSC recommends that we look into modifying the proposal forms so they are all submitted in one electronic format (e.g., PDF) as opposed to several different files (i.e., Excel, Word, PDF). It is also recommended that we look into the feasibility of updating the website to allow for proposals to be directly uploaded on the

## VIII. Comments

The steady increase in research at UNA led to the Human Subjects Committee reviewing the largest number of proposals (78) since the HSC was established. It is especially noteworthy that the turnaround time for exempt and expedited proposals was within 4-days; with a number of faculty and students complimenting the chair and committee on how quickly their proposals were vetted. In conjunction with Tanja Blackstone, Lynda Coates, and Phyllis Underwood, we updated the IRB application process to make it more user friendly and plan to make continued improvements in the following years.