

**EGSC Institutional Review Board (IRB)**  
**Meeting Minutes**  
**September 22, 2020**

The members of the EGSC Institutional Review Board met through a Zoom meeting at 3 pm on Tuesday, September 22, 2020. Participating in the discussion were John Blackburn, Robert Mullins, Shawna Williams, and David Gribbin, IRB chair. Brittany Strickland was absent.

David Gribbin opened the meeting by welcoming new board members Robert Mullins and Shawna Williams. He explained that the function of an institutional review board is to protect the rights of human subjects who participate in research projects conducted at the College.

The application of Dr. David Chevalier to conduct undergraduate research supported by a Stem IV Initiative Grant was discussed. Mr. Gribbin noted a typo that needed correction. Mr. Blackburn expressed concern about conducting project surveys by paper during the COVID Pandemic. He said that Dr. Sharman and Dr. Chevalier should check the CDC for guidance on the use of paper. Ms. Williams agreed with Mr. Blackburn's concerns. Mr. Gribbin said that he would check EGSC's back to campus plan for a policy concerning the use of paper. He also will check with Dr. Linda Upchurch, who has worked on back to campus protocols. Dr. Mullins asked for clarification on the process for protecting the identity of research subjects and the process was explained by Ms. Williams and Mr. Gribbin. Another concern about the application was the appropriateness of the expectation of study abroad, given the travel restrictions imposed by the COVID Pandemic. Mr. Gribbin said that he would communicate all these concerns to Dr. Chevalier.

Mr. Gribbin then described an application that had just been submitted by Dr. Martiana Sega for an Affordable Learning Georgia (ALG) textbook grant. He asked those present to review Dr. Sega's application, saying that the application and supporting documents had been placed on OneDrive and shared with board members.

The meeting concluded at 3:21 pm.

Minutes submitted by David Gribbin