

BROCK UNIVERSITY RESEARCH ETHICS BOARD
Tuesday January 24, 2023
12:00 – 2:00 p.m.
Microsoft Teams

Minutes of the HREB Meeting

Attendance:

Lori Walker (non-voting)	Terrance Wade	Connie Schumacher
Chae Lynn Bush (non-voting)	Maureen Shantz	Michelle Vine
Alyssa Bax (non-voting)	Shawn Beaudette	Kirina Angrish
Stephen Cheung	Matthieu Dagenais	Manal Alzghoul
Kimberly Gammage	Chris Cochran	Taranjot Dhillon

Regrets:

Nicole Chimera
Sara Madanat

MINUTES		
ITEM	DISCUSSION	ACTION
1	<p>Motion to approve Agenda</p> <p>Motion to approve November Minutes</p> <p>Motion to approve November and December Decision Reports</p>	<p>Motion to approve: TW Seconded: SB All in favour</p> <p>Motion to approve: SB Seconded: TW All in favour</p> <p>Motion to approve: MS Seconded: TW All in favour</p>
2	<p>Discussion Items</p> <p>Guideline Updates</p> <ul style="list-style-type: none"> • The “Conducting research involving students” and “Research participation for course credit” guidelines will be broken down into three separate documents to increase clarity. Once revisions are complete, the documents will be presented to both boards again for approval. <p>Synto Update and Reviewer Training</p> <ul style="list-style-type: none"> • The new online Synto system is ready for a soft launch. The hard launch is scheduled for May 1st; however, the old system will remain open for five years to complete the transition. • All REB members must be trained on how to review applications on the new system. The links for members to sign-up for one online or in-person training session were sent out last week. This training is mandatory for all members. • A Synto system overview was given that focused on: <ul style="list-style-type: none"> ○ Creating accounts/logging in ○ Reviewing profiles and choosing a “workspace” ○ Creating and submitting an application as both a PI and as a team member ○ Application triage ○ Review process ○ Clarifications and revisions/re-submission ○ Clarification review (including the “compare” feature) ○ Approval 	

		<p>Other Business</p> <ul style="list-style-type: none"> • A new version of the TCPS has been released (TCPS 2022). This version includes changes to consent, cell line usage and review, and multijurisdictional research review. More information about the changes will be presented to both boards in upcoming REB meetings. • REB file statistics and Synto updates will be presented to FAHS departments in their upcoming meetings.
3	Adjourn	<p>Meeting adjourned at 1:31 p.m.</p> <p>Motion to Approve: TW Seconded: MV All in favour</p>