

BROCK UNIVERSITY RESEARCH ETHICS BOARD
Tuesday November 22, 2022
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
Stephen Cheung	Shawn Beaudette	Kirina Angrish
Kimberly Gammage	Matthieu Dagenais	Manal Alzghoul
	Chris Cochran	Taranjot Dhillon

Regrets:

Nicole Chimera
Sara Madanat

MINUTES		
ITEM	DISCUSSION	ACTION
1	<p>Motion to approve Agenda</p> <p>Motion to approve October Minutes</p> <p>Motion to approve October Decision Report</p>	<p>Motion to approve: CC Seconded: SB All in favour</p> <p>Motion to approve: MV Seconded: KG All in favour</p> <p>Motion to approve: MS Seconded: MV All in favour</p>
2	<p>Discussion Items</p>	<p>Guideline Review and Discussion</p> <ul style="list-style-type: none"> • Guideline on conducting research involving students <ul style="list-style-type: none"> • Members agreed that this guideline is comprehensive and captures the necessary information. • Research participation for course credit <ul style="list-style-type: none"> • This guideline was written for situations where students may participate in research for course credit and outlines the risks and benefits associated with their participation. • Comments: <ul style="list-style-type: none"> ○ We should clarify that if all research activities, including but not limited to recruitment, data collection, analysis, and dissemination are internal to the class, then research ethics review is not required. ○ “Extra credit” and “bonus marks” are not allowed at Brock as per the Faculty Handbook. The requirement for course grades must be approved prior to the start of the course on the allocation form for marks and appear on the syllabus. ○ Research participation should align with course objectives and an equivalent alternative assignment must be given. The guideline should reference this section in the Faculty Handbook as some researchers may not know. • Please send any comments that you have for either of the guidelines by the end of the day tomorrow. The revised versions will then be sent out to be voted on by Monday by emailing the office.

		<p>Synto training and soft launch update</p> <ul style="list-style-type: none"> • The Synto system launch has been delayed while some ITS issues are settled. A discussion ensued as to whether the PI must press submit to formally make an application or whether a research team member may submit. • Comments: <ul style="list-style-type: none"> ○ Overall, the consensus was that the PI should have to log on to click the declaration button and approve the final submission. ○ Students can fill out the application, but PI or delegate must submit. • Synto member training sessions will be scheduled for January to April. <p>December meeting information</p> <ul style="list-style-type: none"> • We received information from the University that a holiday themed December meeting cannot occur due to financial limitations. • The December meeting will likely be canceled unless time-sensitive issue(s) arise. <p>Other Business</p> <ul style="list-style-type: none"> • Microneurography SOP <ul style="list-style-type: none"> ○ A reminder has been sent to the researcher to complete the minor revisions requested by the HREB. • Reminder to complete the REB member survey. 	
3	Adjourn	Meeting adjourned at 1:11 p.m.	Motion to Approve: MS Seconded: TW All in favour