

**IACRN Research Committee Minutes**

**July 13, 2016**

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| Cheryl Fisher – Chair | Shaunagh Browning | Penny Jester |
| Catherine Griffith - Facilitator | Carolynn Jones | Rosemary Keller |
| Kathy Grinke | Georgie Cusack |  |

Members Present

1. Announcements (Short items):
   1. Need vote on date for August meeting due to vacations. Options are:
      1. Reschedule to August 17.
      2. Cancel August meeting.
      3. Keep meeting on August 10.
         1. 7 of 8 members in attendance voted to keep meeting date on August 10th.
   2. Meeting reminders and invitations: Members requested that the meeting reminder and invitation be sent monthly thru Outlook.
   3. International Consultant for Workforce-Domain of Practice project:
      1. Gordon Hill (UK) has expressed interest in working on Domain of Practice – Workforce project. He has been collaborating with Cheryl on international aspects of the project and has been invited to join the committee. He has temporarily declined as he is a member of two other IACRN committees and has a busy job. Members present agreed to have Gordon join the project as an international consultant.
2. Review of June 2016 minutes: Minutes approved as written (K. Grinke 1st; CTJones 2nd).
3. Subcommittee Updates
   1. (Cheryl) Workforce – Domain of Practice
      1. Cheryl gave presentation to ISRC summarizing the project: ISRC (Intramural Scientific Review Committee for Clinical Center Nursing Dept) 9 people on committee. Georgie Cusack in attendance and Catherine on the call in line. ISRC have many questions which will be summarized in a document to be sent to Cheryl. Changes will be made to the proposal and then sent out to the Res Committee members. One ISRC member thought we are comparing the data to be collected with the original survey done at NIH in 2010. Other major suggestion was to change scoring of the questions to make the data analysis more straight forward.
      2. The suggestion was also made for our project to go thru the OMB for approval because proposal is originating in the NIH and needs to be transparent of how resources are used and tax dollars spent. This process is lengthy and will probably delay the project 6 to 9 months.
      3. Cheryl consulted with NIH upper level executive who suggested the proposal be sent thru a non-governmental IRB which would shorten the time frame.
      4. Cheryl suggested to Research Committee that the proposal to be sent thru Partners Healthcare IRB. Committee members present had no objections to that.
      5. Next steps: As soon as feedback comes in from ISRC, then a timeline for this project can be created and proposal sent to Partners IRB for review. Cheryl to work with statistician regarding scoring of the questions.
   2. (Penny Jester) Metrics:
      1. Delay with the UAB IRB. Result is that Penny will be listed at the PI. This was the result of the nature of the data being examined and Penny has high level clearance for reviewing real data and identified information. This issue should be resolved by week end 7/15.
4. Preconference: Nominal Group
   1. 6 members volunteered so far to help with preconference session:
      1. Monday, Oct 24, 1pm to 4:30 pm
   2. Review of process will start at next meeting, Aug 10.
   3. Will probably need one more meeting to settle task assignments.
5. Adjourned at 16:40.

Submitted,

Catherine A. Griffith, PhD, RN

Facilitator