

**SIMON FRASER UNIVERSITY  
OFFICE OF VICE-PRESIDENT, RESEARCH  
OFFICE OF RESEARCH ETHICS**

**TO:** Ms. Alison Watt, Director  
University Secretariat

**FROM:** Bruce Whittlesea, Chair  
Research Ethics Board (REB)

**RE:** Annual REB Senate Report  
2005/2006

**DATE:** September 25, 2006

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Dear Ms. Watt;

In accordance with Policy R20.01, "Ethics Review of Research Involving Human Subjects", Section 3.6, I am submitting, on behalf of the Research Ethics Board, the Annual Report to Senate. The report spans the time frame September 1, 2005 to August 31, 2006.

Sincerely,



Bruce Whittlesea

Enclosure

/bjr



## Annual Report to Senate

September 1, 2005 – August 31, 2006

Regular meetings are held on the third Monday of each month. The REB (Research Ethics Board) Web site is located at:

<http://www.sfu.ca/vp-research/ethics/index.htm>

### 1. Current Members

#### Term of Expiry

#### Elected by/from Faculty

Maxwell Donelan	Applied Sciences	May 31, 2007
John McDonald	Arts and Social Sciences	May 31, 2007
Bruce Whittlesea (Chair)	Arts and Social Sciences	May 31, 2007
Steven Kates	Business	May 31, 2007
Margaret MacDonald	Education	May 31, 2007
Joan Hu	Science	May 31, 2007
Julian Somers	Health Sciences	May 31, 2007

#### Elected by Senate from the University Community

Sandra Wong	Library Reference Division	May 31, 2007
Maureen Hoskyn (Vice-Chair)	Faculty of Education	May 31, 2008
Felix Breden	Biological Sciences	May 31, 2008

#### Student Member Elected by Senate

Sasha Uhlmann	Health Sciences	May 31, 2007
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#### Elected by Senate from Community Outside the University

Margit Nance	May 31, 2007
Bill Melville	May 31, 2007

#### The Following Members resigned from the REB during the year

Charles Krieger  
Lynne Quarmby  
Erica Halpern  
Adrienne Drobnies

#### Office of Research Ethics

Hal Weinberg, Director, Ex-officio (non-voting)  
Barb Ralph, Ethics Officer  
Janet Yule, Ethics Assistant  
Amanda Shaw, Office Assistant

**2. Minimal Risk Applications Approved by the REB September 1, 2005 to August 31, 2006**

Faculty - 158  
Graduate Students - 169  
Undergraduate Students - 44  
Post Doctoral - 6  
Staff - 5  
Other - 7 (visiting, adjuncts, research assistants)

**3. Non-Minimal Risk Applications Approved by the REB September 1, 2005 to August 31, 2006**

Post doctoral - 1 ; graduate students – 4

**4. Courses Approved by the REB under Policy R20.01**

The REB approved 31 course applications from September 1, 2005 to August 31, 2006

**5. Internal Policies Adopted by the REB**

- i) The DORE will review and approve minimal risk amendments to non-minimal risk applications. These applications will not have to be brought back to the REB for ratification.
- ii) Minimal risk retroactive applications are approved by the DORE and ratified by the REB.
- iii) Once course applications are approved, they are no longer considered confidential.
- iv) The Office of Research Ethics is directed to send one “warning” email to the applicant (supervisor and student), one month after initial request for initiation of the application without progress on its completion. If after three months there is no response and the application remains incomplete, the application shall be deleted.
- v) Adverse Events form approved.

- vi) Protocol is deemed to be active while the data is being gathered.
- vii) The REB considers the student researcher of every thesis conducted at Simon Fraser University to be the Principal Investigator of the thesis project, and therefore requires that the PI for each thesis project request ethics approval, if the project includes human research. (May 15/06)
- viii) Applications that are considered by the Director of the Office of Research Ethics to utilize or involve medical procedures, or which may have medical implications, will be sent to the Director of the Office of Research Ethics (DORE) with a request that the DORE ask one of the persons shown below, or others at his/her discretion who is a licensed MD to:
  - (a) Designate the protocol as Minimal Risk, or
  - (b) Designate the protocol as Non-Minimal Risk, or
  - (c) Designate the protocol as one that needs external or internal review, and suggest who might be approached to do the review.

It was agreed that the following may be included in the group of MDs who will assume the responsibility. Dr. David MacLean has confirmed this policy.

Dr. Elliott Goldner  
Dr. David MacLean  
Dr. Tim Takaro  
Dr. Charlotte Waddell

#### For Information

The Board of Governors and Senate approved the revised Policy R20.01- Ethics Review of Research Involving Human Subjects – in July 2006.