

**West Chester University
Institutional Review Board
End of Year Summary for FY 2026**

Date: July 1, 2026

I. IRB Committee Mission

West Chester University (WCU) is dedicated to the protection of human subjects who participate in research conducted by our faculty member, staff, and student or guest investigators (working in collaboration with a WCU employee).

II. Committee Meetings

September 19, 2025

October 17, 2025

November 14, 2025

December 5, 2025

February 13, 2026

March 6, 2026

April 3, 2026 [Cancelled]

May 1, 2026

III. Committee Membership

<i>Scientists:</i> Melissa Reed (<i>cc</i>) Julie Nair Michael Di Giovine Lauren Brumley Amir Golmohamadi Reva Zimmerman	<i>Non-Scientists:</i> Heather Leaman (<i>cc</i>) Innhwa Park Seth Kahn Kerrie Ocasio Adam Ranier Mimi Staulters	<i>Prisoner Advocate:</i> Shannon Grugan	<i>Community Members:</i> Kyle Brun
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*Denotes New Members

(*cc*) Co-Chairs

IV. IRB Applications [July 1, 2025 to June 30, 2026]

	2023-2024	2024-2025	2025-2026
Initial Applications	236	236	227
Modifications	105	134	157
Renewals	12	10	7
Closures	68	51	32
Incident Reports	4	4	4
Withdrawals	2	2	1
Total	427	437	429

V. IRB Support of Campus Community

- IRB Co-Chairs: Each-Weekly Office Hours
- College-specific drop-in hours hosted by IRB committee members
- 1:1 meetings with faculty and student researchers [ongoing, upon request]
- Presentation at New Faculty Orientation Extension
- Presentation for WCU ORSP Faculty Learning Community
- Presentations for students in courses
- Review of and development of training materials
- Revision of Cayuse instructions and sections
- Podcast: Demystifying the IRB

VI. Policies Related to IRB

- Use of Human Subjects in Research Policy
- Research Misconduct Policy

VII. IRB Member Training

- New Member Mentoring (new members paired with review teams)
- Monthly IRB Meetings (training monthly, as items arise)
 - Discussions regarding individual IRB applications
 - Reviewer approaches
 - Common application errors
 - Cayuse adjustments to facilitate application development for PIs and reviews
 - Website revisions
 - Changes to waiver of documented consent
- CITI Renewals for active IRB members
- Co-Chair review of PRIM&R offerings for co-chair and committee training
- IRB Self-assessment summer 2026
- See below for current FY changes.

VIII. IRB Changes to Procedures or Materials

In response to faculty & researcher comments, the following changes have been implemented:

- A. Adjustments to IRB website
- B. Updates to IRB website including:
 - 1. Additions to Dropdown: Do I need IRB?
 - 2. Additions to Dropdown: How do I get help?
 - 3. Additions to Dropdowns: Technology Recommendations and Typically Approved Platforms
- C. Revision of Cayuse instructions
- D. Addition of videos re: modifications and closures

IX. Action Items for FY 2027

- Remove and replace IRB website materials (examples, videos, consent generator) to meet accessibility requirements
- Review/approve IRB Bylaws with IRB committee
- Examine PRIM&R Offerings for Co-Chair and IRB member training, including pending changes to Common Rule