

NMSU Boards and Committees

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CONTACT INFORMATION

For the person completing this report.

Name Luis Vazquez

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INFORMATION ABOUT THE BOARD

Official Name of the Board Institutional Review Board

Board Website (if applicable) <http://compliance.research.nmsu.edu/IRB>

Effective date of establishment

01/1960

Authorizing Body or Official

BOR Policy

Type of Board

Standing

Purpose

Required by federal regulations to assure adequate review of research activities involving human subjects, and to determine the acceptability of proposed research in terms of institutional commitments and policy and federal regulations, applicable law, and standards of professional conduct and practice.

Scope of Impact

System

Authority

All research activities involving human subjects must be reviewed and approved in advance by the Institutional Review Board to ensure the rights, well-being, and personal privacy of the individuals participating in research projects are protected, while also maintaining a favorable climate for the conduct of scientific inquiry. All research conducted at or by the university, regardless of funding source, shall adhere to the requirements of the Institutional Review Board.

**Chair for 2016-
17 Academic
Year**

MEMBERSHIP

Name	Rolston St. Hilaire
First	Rolston
Last	St. Hilaire
Email	rsthilai@ad.nmsu.edu

Co-Chair for 2016-17 Academic Year

Was there a co-chair for 2016 - 2017?	No
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Name	Rolston St. Hilaire
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Chair for 2017- 18 Academic Year

First	Rolston
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Co-Chair for 2017-18 Academic Year

Last St. Hilaire

Email rsthilai@ad.nmsu.edu

Is there a co-chair for
2017 - 2018? No

Additional Membership Details

What university
function/office is
responsible for
appointments? The Vice President for Research appoints the Board members

Members are appointed
by As Individuals

Position appointment description

Recommendations are made to the Vice President for Research by the Chair of the Board upon concurrence of the voting members, the Director of the Office of Research Compliance, and the Associate Vice President for Research Integrity.

Is membership representative?

Yes

What are the terms of appointment?

Members are appointed for 3 years. Their begin and end dates are dependent on when they are appointed to the Board.

Please describe how the membership is representative.

The Institutional Review Board is primarily composed of representatives from the colleges and departments most concerned with projects involving human subjects. The Board must include at least one member whose primary concerns are in nonscientific areas and one member who is not employed by the university or otherwise officially affiliated with the university and who is not part of the immediate family of a university employee.

Are terms staggered?

Yes

Are members subject to reappointment?

Yes

Please explain the conditions under which members are subject to reappointment.

The members are subject to reappointment based on the need for their specialty areas of research, expertise working with certain populations, broad knowledge base of quantitative and qualitative research methods, and/or previous strong track record of contributions to the Board.

List board members for the 2016-17 academic year:

For each member, provide name, title and college/department affiliation under the appropriate heading below (i.e. voting member OR ex-officio/non-voting member).

What is the process for filling vacant positions?

Recommendations are made to the Chair of the Board by the Deans and/or Department Heads of the colleges and departments most concerned with projects involving human subjects, as well as the current Board members. Upon concurrence of the voting members, the Director of the Office of Research Compliance, and the Associate Vice President for Research Integrity, the Chair of the Board makes the final recommendations to the Vice President for Research.

What is the process for selecting a chair?

Recommendations are made to the Vice President for Research by the voting members and the Associate Vice President for Research Integrity, based on previous service on the Institutional Review Board and Professor rank. The Vice President for Research appoints the Chair.

Number of voting members

16

Number of ex-officio/non-voting members

3

Voting Members

Voting Member

1

Voting Member 1 Name	Rolston St. Hilaire
First	Rolston
Last	St. Hilaire
Title	Professor
Department	Plant & Environmental Sciences

Voting Member 2 Name Rebecca Corran

Voting Member

2

First	Rebecca
Last	Corran
Title	Assistant Professor

Voting Member

3

Department DACC Health Occupation Program

Voting Member 3 Name Dana Christman

First Dana

Last Christman

Title Associate Professor

Voting Member

4

Voting Member 4 Name Ivan De la Rosa

Department Educational Leadership & Administration

First Ivan

Last De la Rosa

Title Associate Professor

Department Social Work

Voting Member 5

Voting Member 5 Name Anthony Marin

First Anthony

Last Marin

Title Director

Department Student Affairs, Student Engagement

Voting Member 6

Voting Member 6 Name Benjamin Diven

First Benjamin

Last	Diven
Title	Staff Physician/Medical Director
Department	FS Fire Protection Services

Voting Member 7

Voting Member 7 Name Teresa Keller

First Teresa

Title Professor

Department Nursing

Last Keller

Voting Member 8

Voting Member 8 Name Rebecca Palacios

First	Rebecca
Last	Palacios
Title	Associate Professor
Department	Public Health Sciences

Voting Member 9

Voting Member 9 Name	Edward Pines
First	Edward
Title	Department Head/Full Professor
Last	Pines
Department	Industrial Engineering

Voting Member 10

Voting Member 10 Name Satyapriva Rao

First Satyapriva

Last Rao

Title Professor

Department Public Health Sciences

Voting Member 11 Name Manal Hamzeh Al Smadi

Voting Member 11

First Manal

Last Hamzeh Al Smadi

Department Interdisciplinary Studies

Title Associate Professor

Voting Member 12 Name James Bishop

Voting Member 12

First	James
Title	Professor
Last	Bishop
Department	Management

Voting Member 13

Voting Member 13 Name	Karin Wiburg
First	Karin
Last	Wiburg
Title	Professor
Department	Curriculum & Instruction

Voting Member 14 Name Heejung Chun

Voting Member 14

First Heejung

Last Chun

Title Associate Professor

Department Counseling & Educational Psychology

Voting Member 15 Name Father Chuck Henkle

Voting Member 15

First Father Chuck

Last Henkle

Title Priest/Chaplain

Department Mesilla Valley Hospice

Voting Member 16

Voting Member 16 Name Sue Bonar

First Sue

Last Bonar

Title Associate Web Developer

Department Office of Research Compliance

Voting Member 17

Voting Member 18

Voting Member 19

Voting Member

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Voting Member

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Ex-officio/Non-Voting Members

Ex-officio/Non-Voting Member

1

First	JoAnne
Ex-officio/Non-Voting Member 1 Name	JoAnne Dupre
Last	Dupre
Title	Biosafety Manager

Ex-officio/Non-Voting Member

2

Department	Office of Research Compliance
Ex-officio/Non-Voting Member 2 Name	Luis Vazquez

First	Luis
Last	Vazquez
Title	Associate Vice President for Research Integrity

Ex-officio/Non-Voting Member 3

Department	Office of the Vice President for Research
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Ex-officio/Non-Voting Member 3 Name	Manuela Quezada-Aragon
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First	Manuela
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Last	Quezada-Aragon
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Title	Director
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Department	Office of Research Compliance
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**Ex-officio/Non-
Voting Member
4**

**Ex-officio/Non-
Voting Member
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**Ex-officio/Non-
Voting Member
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**Ex-officio/Non-
Voting Member
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**Ex-officio/Non-
Voting Member
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**Ex-officio/Non-
Voting Member
23**

Ex-officio/Non-Voting Member 24

MEETINGS & ADMINISTRATIVE SUPPORT

What university office/function provides administrative support to this board?

The Office of Research Compliance and the Office of the Associate Vice President for Research Integrity, within the Office of the Vice President for Research

What are the requirements for the number of meetings to be held annually?

While there are no requirements for the number of meeting held, the Board aims to meet on a monthly basis throughout the academic year

Was the requirement for the number of meetings met?

Yes

List of Meeting Dates

Board met on a monthly basis throughout the academic year and once in the summer.

Major Accomplishments

Board oversees all of the human subjects research each year. Applications amount to about 1200 applications a year.

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