June 26, 2009
Volume 15

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Farewell, Welcome, and Thank You!  
Faculty Committee Service

Have you heard….?

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June is a bittersweet month at RICRO, as it is the final month of service for some of our favorite members of the faculty review committees. Appointments are for three-year terms, and many faculty members have served for more than a single term before their “retirement.” These faculty members have dedicated hundreds of hours of service in reading protocols, writing reviews, following up on complaints and non-compliance incidents, and mentoring their peers in the ways of their respective committees. The Chairs of the IACUC, IBC and IRB have all visited with the Council of Research Associate Deans in the past year to commend the faculty for their hard work. Our campus community owes them a debt of gratitude, but perhaps none are so grateful as the staff at RICRO, with whom they have worked for so many years. We offer each of you our heartfelt thanks, with best wishes for a happy and productive post-committee life.

At the same time, we would like to take this opportunity to welcome the new faculty members who have graciously agreed to represent their units, departments and colleges on the IACUC, IBC and IRB. Particularly in these hard economic times, when every second of a faculty member’s time is committed to one project or another, we are grateful to the new faces for their willingness to put their own interests aside to serve the campus community. And, we would like to take this opportunity to thank the unsung heroes of the review committees, the community members of the IACUC, IBC and IRB, for their willingness to speak for Fort Collins on behalf of animal and human research subjects, as well as the environment, in reviewing faculty research protocols.

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Biosafety and Biosecurity Training Sessions

The 6th Annual Biosafety and Biosecurity Training Course will be held July 8-15, 2009 at the Hilton Hotel, Fort Collins. The Course is directed by Dr. Robert Ellis, University Director of Biosafety. Topics include biosafety and biosecurity in veterinary clinics, animal research, and plant research and diagnostics. Please visit the course website (http://www.cvmbs.colostate.edu/mip/crwad/BBTC.htm) for more information, including registration.

The Research Integrity and Compliance Review Office announces the launch of eProtocol, for protocols submitted to and reviewed by the IACUC. This system is currently in use for IRB protocol submission, and is expected to become available for *optional* IACUC submission beginning July 15th 2009. Mandatory electronic submission is currently planned to begin in October 2009.

This roll-out schedule is intended to allow users the time to receive training in the use of the system and to allow them the opportunity to provide valuable feedback about changes they would like to see before eProtocol becomes required.

RICRO is committed to making ourselves as available as possible for training and support to facilitate a seamless transition to this new system. There will be multiple ways to receive the training necessary for the online-submission process. RICRO will be holding training sessions throughout the next couple months, which you can [sign up for here](#) (click on link to be directed to the sign-up page). Also, information and training material can be accessed from the [IACUC section](#) of our website. In addition, we are happy to announce that we have implemented an “eProtocol help desk” dedicated to the training and support of eProtocol users. That desk is currently staffed by our Computer Information Systems intern, Brian Lee (University of Montana). The help desk will be available at all times to answer questions about eProtocol. Brian will also be available for office or lab visits and is able to provide one-on-one or group training and help sessions.

Once the eProtocol IACUC module is available, all users will be able to log in to the system using their CSU eID and password (i.e., your log-in for the Central Administrative Portal—formerly Ram-Point). Currently, we also have a “test site” under development. If you would like access to our eProtocol test site to walk through the process and get a better understanding of how it will work please contact the help desk to set up an account. Our IACUC Coordinators (Laura and Bill) would also be happy to set up a meeting to give you an overview of what the system does and what we are trying to accomplish.

If you have an A-100 in a Word document that you would like entered into the system, feel free to send it to the eProtocol help desk. Once it is entered you will be able to access the protocol online and explore the features that eProtocol has to offer.

We understand that transitioning between systems can be difficult, but we assure you that, once fully implemented, this system will be more convenient and efficient. For example, once you have entered a protocol, you will be able to “clone” it for subsequent protocol submissions.

We thank you for your cooperation in helping RICRO and CSU with our conscious effort to streamline IACUC business processes and make protocol review more expeditious as we replace the current paper-protocol system. Please feel free to contact us with any questions.

**Help desk contact information:**
Cell #: 970-689-0641; Email: RICRO_eProtocol_Help@mail.colostate.edu
Does My Project Need to be Reviewed by the IRB?
The summer months may seem a bit quieter on campus overall, but with time away from hectic teaching duties and the arrival of beautiful weather, human researchers across campus are busier than ever with projects taking place all around the state and several other countries. IRB reviewers and coordinators are working hard to keep pace with the work load, but remember to plan ahead; a new protocol can take 3-5 weeks to make its way from submission to approval.

As researchers design their projects, RICRO coordinators are often contacted by PIs who are seeking clarification on whether or not their project needs to be reviewed by the IRB. The decision process starts by determining if your project fits the IRB definition of Research (see Is My Project Research). The standard IRB definition of “Research” is: A systematic investigation, including development, testing, and evaluation, designed to develop or contribute to generalizable knowledge. Are you planning to present the data from the research project at a Professional Meeting or perhaps in a manuscript article? Is your project for your dissertation (a publication that will be available for the general public in the library)? If your answer is “Yes,” this project would be considered Research, and you need to go to the next step in the decision process: Is this Research with “Human Subjects” (see Project With Human Subjects). This seems like it should be easy to answer, but wait one minute... You may be doing a research project where you are interacting with humans, but did you know that not all research projects that involve humans are actually considered research with “human subjects”? How can that be? For the Institutional Review Board (IRB) and the Federal entities whose regulations the IRB adheres to, the definition of a “human subject” is: (1) a living individual (2) about whom an investigator conducting research (3) obtains data through intervention or interaction with the individual OR (4) obtains identifiable private information.

If you answer Yes to sections 1 and 2 and either 3 or 4, your project does involve a “human subject.” If your answers are Yes to “Research” and “Research with Human Subjects,” your project will need to be reviewed by the IRB.

Still have questions? Don’t hesitate to contact the IRB Coordinators: Janell Barker and Evelyn Swiss.

IRB eProtocol Updates

The IRB is busy making slight modifications to the protocol forms on eProtocol. You will notice small changes in the form starting this July.

Recent updates to the system include: 1. Availability to access Approved Protocols on your IRB Homepage; 2. The protocol title is now listed in the protocol header at all times; 3. Emails that have been sent in association with the protocol are now available in the Event History section of the protocol; 4. Create Protocol, Clone Protocol, and Delete Protocol buttons are now on the homepage.

Help desk contact information:
Cell #: 970-689-0641; Email: RICRO_eProtocol_Help@mail.colostate.edu
Update on Responsible Conduct of Research Workshop Held June 9th, 2009

Whether you were able to attend the "Building a Research Environment at CSU that Promotes Best Practices" workshop earlier this month or were unable to fit it into your schedule, you may be wondering what the outcome was from the day-long workshop.

In short, the workshop was a lively discussion about ethics, integrity and Responsible Conduct of Research (RCR) activities among ~100 faculty, staff and students, who identified some important common ground. A consensus emerged that CSU should strive for a broad vision of training ethically-competent students in an ethical campus environment, and that this vision accurately reflects the Mission and Values of the CSU System. There was also good agreement that this type of competency requires face-to-face training, integrated into the daily curriculum, as well as the pragmatic, hands-on application of principles under real-life situations. The concept of having a subset of “core” areas of training that should then be supplemented with discipline-specific training was well-accepted, even championed.

It was also agreed that many different types of teaching methods should be employed, depending on the content of a particular module and the population of trainees being taught. Similarly, it was agreed that the training should be vertically integrated among CSU leadership, as well as investigators and trainees, to best promote an ethical research environment. There was significant debate about the relationship between “ethics” and “compliance.” There was concern and frustration regarding federal mandates in general, and federal RCR mandates in specific. It was suggested that CSU would benefit more from building towards its vision of an ethical research environment rather than responding with a sweeping effort aimed at complying with federal mandates using, for example, a mandatory online RCR training program.

There was good consensus that the appropriate next steps for CSU are to inventory and evaluate the existing RCR/ethics activities being offered to undergraduate and graduate students. This, and other “Action Items,” will become available for review in the next few weeks.

Organization for Animal Health (OIE) Requests Comments

The World Organization for Animal Health (OIE) is drafting new guidelines that affect use of animals in research. The OIE is recognized by the World Trade Organization as the body which sets animal health standards. As such, the U.S. Department of Agriculture is requesting comments by July 3, 2009 http://www.aphis.usda.gov/animal_welfare/downloads/stakeholder/OIEstakeholder_may_2009.pdf. Here is the website with additional information http://www.aphis.usda.gov/import_export/animals/oie/terrestrial.shtml.

Please contact James Owiny for additional information. Telephone: 970-491-5668.
Lunch & Learn at RICRO

Kathy Partin introduced members of the RICRO team to a Lunch & Learn series to communicate new information and share experiences with their colleagues and the college community. The Lunch & Learn series has included presentations from Chris Linder, Beth Tropman, and Kathi Delehoy (click here for a complete listing of past presenters at the Lunch & Learn series) in addition to members of the RICRO staff.

The special guest at our last Lunch & Learn on June 17, 2009 was Anura Jayasumana (Professor, Electrical and Computer Engineering) who presented his ideas concerning “The Emerging World of Sensor Networks.” His presentation took us on a journey from Arthur C. Clarke to the seemingly surreal, but all too real world where the internet and world-wide-web has made it possible, and in fact increasingly simple, to access digital information generated by humans and sensor networks. He discussed how a new global information infrastructure is emerging that extends the reach of these networks to the physical world itself. We were on the edge of our seats as Dr. Jayasumana detailed how dense collections of smart sensors, actuators, and processors that self-configure to network and process, form the basis of this new networking and processing paradigm. He cited examples of these sensors in our everyday life and gave us much to think about and discuss, long after the Lunch & Learn!

RICRO would like to thank Dr. Jayasumana for sharing his interesting research with us. If you are interested in joining a Lunch & Learn or presenting during a Lunch & Learn, please contact RICRO.

RICRO’s GREEN CAMPAIGN CONTINUES!!

Thanks in part to eProtocol, RICRO’s Green Campaign continues to be impressive. Check out our copier use trends!! Note: IRB eProtocol went live in December 2008.
RICRO’s Wonderful Student Employees
Keep the Office Running Smoothly

RICRO has the advantage of great students’ assistance! At the start of a summer filled with transitions and large workloads, RICRO said goodbye to two work-study students, LeAnna Shelby and Isaac Anthony (who both graduated in May), and welcomed three other student workers.

**Emily Bauer** began as a work-study student in February this year. This summer Emily is in the office here as well as working at the Fort Collins Nursery. At RICRO, Emily is quickly learning how to assist all of the committees and is a creative talent helping to update documents and organize systems. Emily will be a CSU sophomore in the fall and is pursuing a degree in Natural Resources Recreation and Tourism.

**Brian Lee** joins RICRO for his internship from the University of Montana. Brian is serving as the eProtocol Help Desk contact. Armed with a blackberry and 24-hour access to email, he is ready to train and assist the campus research community in making the switch to the eProtocol electronic system. In the fall Brian will go back to Montana for his final semester and complete his degree in Business Information Systems.

**Hillary Swiss** returns to RICRO for her 3rd summer with the group. Hillary is on break from Oberlin College, where this fall she’ll be a junior studying English and creative writing in addition to her activities as a DJ for the college radio station and editing the arts section of the school paper. Her primary role at RICRO this summer is to facilitate the transition of paper-based protocol and tracking systems to electronic methods. She is making amazing strides in her first month as we watch her clear through piles of files.

RICRO students bring awesome energy to office life and we are pleased to work with super cool, talented students. Without their help, we would not be making our goals as lofty or have as much fun trying to achieve them!

Bike to Work Day!!! Kathy Partin, Emily Bauer, Molly Gutilla, Hillary Swiss and Evelyn Swiss took up the Green Challenge to Bike to Work on June 24, 2009.

Hillary, Emily and Brian chat with Dr. Jayasumana and one of his students, J.J., after the Lunch & Learn on June 17th.
Passing the Baton!

The Assistant Director position at RICRO is a rotating position that is designed to provide that individual the opportunity for Professional Development and personal growth at a time of increased responsibilities in addition to serving as the backup for Kathy Partin, Director of RICRO. I have had the opportunity to be the Assistant Director here at RICRO for the past two years, and have greatly enjoyed performing my duties as Assistant Director while I continued my work with the Institutional Review Board (IRB). Those of you who have human research protocols most likely know that my extraordinary project over the past 1.5 years has been the implementation of eProtocol, the IRB’s (and soon the IACUC’s) online protocol submission-and-review system. Getting the system off the ground and implemented for the IRB has been an interesting and intense project. With eProtocol up and running and receiving overall very positive reviews, I am passing the Assistant Director baton to my IRB partner, Janell Barker, Senior IRB Coordinator. As the IRB is looking ahead at the possibility of seeking accreditation from the Association for the Accreditation of Human Research Protection Programs, Inc. (AAHRPP), Janell’s expertise and guidance will be invaluable. Congratulations, Janell, on being selected as Assistant Director, and wishing you all the best in the year ahead!!

SCHEDULE OF UPCOMING EVENTS: JULY-AUGUST, 2009

<table>
<thead>
<tr>
<th>DATE</th>
<th>EVENT</th>
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<tbody>
<tr>
<td>Friday, June 26</td>
<td>IRB Human Subjects Protection Training Session + IRB eProtocol Basics (9:00-Noon) Room #321 General Services Building</td>
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<tr>
<td>Wednesday, July 1</td>
<td>IACUC eProtocol Basics Training (9:00 - 11:00 a.m.) Clark C143 Computer Lab</td>
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<tr>
<td>Wednesday, July 1</td>
<td>IBC Deadline (Noon)</td>
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<td>Friday, July 3</td>
<td>RICRO Office Closed</td>
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<tr>
<td>Wednesday, July 8</td>
<td>IBC Meeting</td>
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<tr>
<td>July 8 – 15, 2009</td>
<td>6th Annual Biosafety and Biosecurity Training Course, Hilton Hotel, Fort Collins</td>
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<td>Thursday, July 9</td>
<td>IRB Protocol Submission Deadline (New time: 5:00 p.m.)</td>
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<tr>
<td>Thursday, July 9</td>
<td>IACUC eProtocol Basics Training (10:00 a.m. – noon) Clark C143 Computer Lab</td>
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<tr>
<td>Tuesday, July 14</td>
<td>IACUC Protocol Submission Deadline (Noon)</td>
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<tr>
<td>Wednesday, July 15</td>
<td>IACUC eProtocol Basics Training (2:00 - 4:00 p.m.) Clark C143 Computer Lab eProtocol site available for optional electronic protocol submission</td>
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<td>Thursday, July 16</td>
<td>IRB Meeting</td>
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<td>Tuesday, July 21</td>
<td>IACUC Meeting</td>
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<tr>
<td>Tuesday, July 21</td>
<td>IACUC eProtocol Basics Training (1:00 – 3:00 p.m.) Clark C143 Computer Lab</td>
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<tr>
<td>Friday, July 31</td>
<td>IACUC eProtocol Basics Training (10:00 a.m. - noon) Clark C143 Computer Lab</td>
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<tr>
<td>Wednesday, August 5</td>
<td>IBC Deadline (Noon)</td>
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<td>Tuesday, August 11</td>
<td>IACUC Protocol Submission Deadline (Noon)</td>
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<td>Wednesday, August 12</td>
<td>IBC Meeting</td>
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<td>Thursday, August 13</td>
<td>IRB Protocol Submission Deadline (New Time: 5:00 p.m.)</td>
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<td>Tuesday, August 18</td>
<td>IACUC Meeting</td>
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<td>Thursday, August 20</td>
<td>IRB Meeting</td>
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<tr>
<td>Thursday, August 27</td>
<td>IRB Human Subjects Protection Training Session + IRB eProtocol Basics (1:00-4:00) Room #340 General Services Building</td>
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