Call to Order: The meeting was called to order by Chair Martin Wybourne at 12:10 p.m. A quorum was present.

Members Present: Martin Wybourne, Todd Heatherton, Leslie Henderson, Paul Guyre, David Kotz, Robert Hansen, Robert Donin and Jon Kull

Members Absent: Tillman Gerngross, Jill Mortali, Elsa Garmire

Guests: Elizabeth Bankert, COI Consultant

Approval of the May 24, 2010 Meeting Minutes, Minutes approved

Updates:

Replacement for COEUS
Wybourne reported that regular meetings have been established for the Electronic Research Administration Project Steering Committee in order to have recommendations ready for mid October of 2010. An organizational chart was handed out which reflects the Executive Leadership for this committee will be Carol Folt, Steve Kadish and Ellen Waite-Franzen. Project Sponsors are Martin Wybourne and Joe Doucet. The Charge presented to the Project Committee was also distributed. Wybourne noted that he is in the process of bringing a consultant on board who would be able to assist with the transition. Wybourne reviewed the members of the Steering Committee and asked if anyone had suggestions for additional members. Liz Bankert pointed out that there is no animal representative in the group.
Wybourne would like to see the process become paperless and completely electronic. Bob Hansen asked if Dartmouth is coordinating with any other institutions doing the same thing. Wybourne said in the preliminary report that site visits had been done. Bankert added that there doesn’t seem to be an ideal system in existence. The systems out there now won’t do everything that everyone wants them to.

Electronic COI Process:
Bankert reported that the progress of the new on-line COI submission project is on track and things are moving forward. The system is being tested by multiple users including faculty. The department roll out will begin in September and the plan is for full implementation January 2011.
Revised Wording to Human Subjects Research COI Policy:
Bankert handed out the latest draft of the revised wording to the Human Subjects Conflict of Interest Policy which reflects the CSA recommendations discussed at the last CSA meeting. The CSA recommendations are being resubmitted for CSA review. Bankert reviewed the changes with the CSA. The membership wording changes must be consistent with the Dartmouth College Conflict of Interest Policy. The CSA approved the revised document as submitted. Wybourne will follow up with Dartmouth-Hitchcock to determine review process because this policy is accepted by both the College and DH.

DHHS Proposed Rule on Investigator Conflicts of Interest:
Wybourne distributed a summary of proposed changes related to the NIH Financial Conflict of Interest Rules. Wybourne noted that one of the most important changes is the expansion of the information which the investigator is required to disclose. The proposed rules requires the investigator disclose all financial interest related to his or her institutional responsibilities. The CSA agreed the disclosed information should be limited to the investigator’s research responsibilities.
Another area of concern includes the proposed publicly available website. The concern is the potential for financial information to be used inappropriately. The CSA recommended if a public website is implemented, specific financial information should not be included.
The CSA agreed Dartmouth College should respond to the proposed rule with these comments.

Effort Reporting:
Bob Donin thought it was best to put this discussion off until he had more specific information. The institution is reviewing its effort reporting process to ensure it is adequate.

Adjournment – The meeting adjourned at 1:30 p.m.