23 October 2001

Diane Perreira, Ed.D.
Kathleen Miller, M.P.A.
Millennium Project
Babcock, Room 3213
PO BOX 210158

RE: UA MILLENNIUM PROJECT PART II: ENHANCING THE CLIMATE FOR EXCELLENCE AT THE UNIVERSITY

Dear Dr. Perreira and Ms. Miller:

We received documents concerning your above cited project. This phase of the project involves focus group discussions intended to identify issues for inclusion in the forthcoming survey component. Regulations published by the U.S. Department of Health and Human Services [45 CFR Part 46.101(b)(2)] exempt this type of research from review by our Institutional Review Board. Note: Survey component to be submitted for review as a continuation of this project prior to implementation.

Thank you for informing us of your work. If you have any questions concerning the above, please contact this office.

Sincerely,

Rebecca Dahl, R.N., Ph.D.
Director
Human Subjects Protection Program

RD/js
cc: Departmental/College Review Committee

http://vprl.admin.arizona.edu/human_subjects
Human Subjects Protection Program

25 January 2002

Kathleen Miller
Diane Perreira
Millennium Project
Babcock, Rm 3213
PO Box 210158

RE: BSC B02.21 MILLENNIUM PROJECT PART II: ENHANCING THE CLIMATE FOR EXCELLENCE AT THE UNIVERSITY

Dear Ms. Miller and Ms. Perreira:

We received your research proposal as cited above. The procedures to be followed in this study pose no more than minimal risk to participating subjects. Regulations issued by the U.S. Department of Health and Human Services [45 CFR Part 46.110(b)] authorize approval of this type project through the expedited review procedures, with the condition(s) that subjects’ anonymity be maintained. Although full committee review is not required, a brief summary of the project procedures is submitted to the Committee for their endorsement and/or comment, if any, after administrative approval is granted. This project is approved effective 25 January 2002 for a period of one year. Note: after surveys have been piloted, finalized surveys including Spanish translations must be submitted for review and approval prior to distribution.

The Human Subjects Committee (Institutional Review Board) of the University of Arizona has a current assurance of compliance, number M-1233, which is on file with the Department of Health and Human Services and covers this activity.

Approval is granted with the understanding that no further changes or additions will be made either to the procedures followed or to the consent form(s) used (copies of which we have on file) without the knowledge and approval of the Human Subjects Committee and your College or Departmental Review Committee. Any research related physical or psychological harm to any subject must also be reported to each committee.

A university policy requires that all signed subject consent forms be kept in a permanent file in an area designated for that purpose by the Department Head or comparable authority. This will assure their accessibility in the event that university officials require the information and the principal investigator is unavailable for some reason.

Sincerely yours,

Theodore J. Glaze, Ph.D.
Chair
Social and Behavioral Sciences Human Subjects Committee

TTRC
cc: Departmental/College Review Committee

http://vpr2.admin.arizona.edu/human_subjects
Kathleen Miller, Employee Development Coordinator
College of Agriculture and Life Sciences
Office of the Vice Provost and Dean
PO BOX 210036

RE: BSC B02.21 MILLENNIUM PROJECT PART II: ENHANCING THE CLIMATE FOR EXCELLENCE AT THE UNIVERSITY

Dear Ms. Miller:

We received your 7 March 2002 letter and finalized appointed personnel survey for the above referenced project. Following pilot testing of the original survey, minor changes have been made including addition, deletion and clarification of items. Approval for use of revised appointed personnel survey is granted effective 12 March 2002.

The Human Subjects Committee (Institutional Review Board) of the University of Arizona has a current assurance of compliance, number M-1233, which is on file with the Department of Health and Human Services and covers this activity.

Approval is granted with the understanding that no further changes or additions will be made either to the procedures followed or to the consent form(s) used (copies of which we have on file) without the knowledge and approval of the Human Subjects Committee and your College or Departmental Review Committee. Any research related physical or psychological harm to any subject must also be reported to each committee.

A university policy requires that all signed subject consent forms be kept in a permanent file in an area designated for that purpose by the Department Head or comparable authority. This will assure their accessibility in the event that university officials require the information and the principal investigator is unavailable for some reason.

Sincerely yours,

Diana B. Archangelis, Ph.D.
Co-Chair
Social and Behavioral Sciences Human Subjects Committee

DBA:tl
cc: Departmental/College Review Committee
Appendix 16 continued-218

Human Subjects Protection Program
http://wpr2.admin.arizona.edu/human_subjects
21 March 2002

Kathleen Miller, Employee Development Coordinator
College of Agriculture and Life Sciences
Office of the Vice Provost and Dean
PO BOX 210036

RE: BSC B01.21 MILLENNIUM PROJECT PART II: ENHANCING THE CLIMATE FOR EXCELLENCE AT THE UNIVERSITY

Dear Ms. Miller:

We received your 19 March 2002 letter and finalized classified staff survey [Spanish and English versions] for the above referenced project. Following pilot testing of the original survey, minor changes have been made including addition, deletion and clarification of items. Approval for use of revised Spanish and English versions of the classified staff survey is granted effective 21 March 2002.

The Human Subjects Committee (Institutional Review Board) of the University of Arizona has a current assurance of compliance, number M-1233, which is on file with the Department of Health and Human Services and covers this activity.

Approval is granted with the understanding that no further changes or additions will be made either to the procedures followed or to the consent form(s) used (copies of which we have on file) without the knowledge and approval of the Human Subjects Committee and your College or Departmental Review Committee. Any research related physical or psychological harm to any subject must also be reported to each committee.

A university policy requires that all signed subject consent forms be kept in a permanent file in an area designated for that purpose by the Department Head or comparable authority. This will assure their accessibility in the event that university officials require the information and the principal investigator is unavailable for some reason.

Sincerely yours,

Diana B. Archangelis, Ph.D.
Co-Chair
Social and Behavioral Sciences Human Subjects Committee

DBA:tl
cc: Departmental/College Review Committee