

MEMO

To: Management Team TiSEM
From: TiSEM IRB
Date: January 11, 2022
Subject: Annual Report TiSEM IRB 2021

In accordance with the TiSEM IRB Regulations, the IRB has drawn up an annual report for 2021.

1. Overview submitted proposals 1-1-2021 – 31-12-2021

Proposals	Number	Department	Status
Full review	9	1 Accountancy 2 Economics 6 Management	8 approval 1 under review
Expedited	6	1 Accountancy 3 Economics 2 Management	4 approval 2 at researcher
Exempt	50 <ul style="list-style-type: none"> • 12 within SRP-1 • 33 within SRP-2 • 3 within SRP-3 • 2 external IRB 	11 Accountancy 8 Economics 1 Finance 12 Management 17 Marketing 1 Public Governance	49 completed 1 at researcher

Proposals	Range processing time (working days)	Average processing time (working days)
Full review (9)		
First submission (8)	8-13	9.6
Resubmission revision needed (4)	5-7	6
Resubmission conditional approval ()	1-4	2
Expedited (6)		
First submission(6)	1-9	5
Resubmission (5)	1-5	2.2
Exempt (50)		
First submission (50)	1-8	2
Resubmission (11)	1-3	1.2

2. Review process

No substantial changes have been made to the review process. However, preparations have been made to review MSc research in the near future.

3. Appeal and complaints procedure

The appeal and complaints procedure, as described in the IRB submission guide, has not been used in 2021.

4. IRB Committee

The IRB had three meetings in 2021.

Pam Dupont, Data Representative of TiSEM, was added to the IRB in 2021. In 2021, the composition was as follows:

- Prof. dr. Rik Pieters (Chair, Department of Marketing) *until January 1, 2022*
- Prof. dr. Eddy Cardinaels (Vice chair, Department of Accountancy) *Chair as of January 1, 2022*
- Prof. dr. Sigrid Suetens (Department of Economics) *Vice chair as of January 1, 2022*
- Prof. dr. Fabio Braggion (Department of Finance)
- Prof. dr. Marnik Dekimpe (Department of Marketing) *as of January 1, 2022*
- Pam Dupont LLM (Data Representative, Research Support Team) *as of February 1, 2021*
- Prof. dr. Tobias Klein (Department of Econometrics and Operations Research)
- Prof. dr. Carol Ou (Department of Management)
- Dr. Ben Vollaard (Department of Economics)

Ir. Jantine Spithoven is the IRB Manager.