

# WOMEN'S CHRISTIAN COLLEGE



An Autonomous Institution affiliated to the University of Madras  
College Road, Chennai - 600006. South India

## Research & Development Cell

RESEARCH AND DEVELOPMENT CELL  
WOMEN'S CHRISTIAN COLLEGE, CHENNAI- 600006

Minutes of the Institutional Ethics Committee meeting held on  
4th of October, 2023

The Institutional Ethics Committee (IEC) meeting of the college was held on 4<sup>th</sup> October, 2023, in the college premises. Details pertaining to the members of the IEC constituted by the college, as per the guidelines given by ICMR, are as follows:

1. Chairperson - Dr. Usha Antony  
Dean, College of Fish Nutrition and Food Technology  
Tamilnadu Dr J Jayalithaa Fisheries University  
Madhavaram, Chennai
2. Member Secretary - Dr. V. Gowri Ramesh,  
Dean of Research, Shift I  
Associate Professor,  
Department of Home Science, WCC  
Dr. J. Jeba Jesintha  
Dean of Research, Shift II  
Head and Associate Professor,  
PG Department of Mathematics, WCC
3. Basic Medical Scientist - Dr. C. Ponnuraja  
Scientist,  
Head, Department of Statistics,  
National Institute for Research in Tuberculosis, ICMR
4. Basic Medical Scientist/  
Social Scientist - Dr. C. Sheela Sasikumar  
Managing Partner - SS Clini Research,  
LLP, DIPP recognized startup,  
Woman Entrepreneur, Motivator
5. Clinician - Dr. Sandeep Murali,  
Director and Consultant Surgeon,  
Seethapathy Clinic & Hospital, Chennai
6. Legal Expert - Adv. Veeraraghavan Inbavijayan,  
Advocate/ International Arbitrator and Mediator,  
Chennai

# WOMEN'S CHRISTIAN COLLEGE



An Autonomous Institution affiliated to the University of Madras  
College Road, Chennai – 600006. South India

## Research & Development Cell

---

7. Social Worker - Ms. Shanthi,  
Human Rights & RTI Activist,  
Member of Review Committee for Women's Safety in  
Public Transport in State Transport Authority,  
Associate Member, Consumer Association of India,  
Child Rights & Women Empowerment Activist, Civic  
activist, Chennai
8. Member - Mr. Sridhar Ranganathan,  
Co-founder and CEO,  
HELYXON Healthcare Solutions,  
Member, Steering Committee of HRD,  
Department of Biotechnology,  
Ministry of Science and Technology, New Delhi
9. Member - Prof Surendran,  
Professor and Head  
Department of Psycho-oncology & Resource Centre for Tobacco  
Control, Cancer Institute (WIA), Adyar, Chennai-36, India
10. Member - Dr. Sasikala  
Assistant Professor,  
Department of Psychology,  
University of Madras

# WOMEN'S CHRISTIAN COLLEGE



An Autonomous Institution affiliated to the University of Madras

College Road, Chennai – 600006. South India

## Research & Development Cell

---

The agenda for the meeting included the following:

- Prayer
- Introduction of Members
- Review of the Minutes of the Meeting held in Dec, 2022
- Presentations of Research Proposals by Post Graduate Students from the Departments of Home Science and Psychology, a faculty from the Department of Computer Science, and Report of the work completed by two Ph.D students.
- Any other business

The meeting commenced with Prayer by Dr. Jeba Jesintha, Member Secretary and Dean of Research, Shift II. Dr. Gowri Ramesh, Member Secretary and Dean of Research, Shift I welcomed the gathering and introduced the committee members. Letter of absence was obtained from Dr. Sandeep Murali.

46 students (Two Ph.D. scholars and 44 Post Graduate students) of the Department of Home Science, and 10 PG students of the Department of Psychology had submitted their proposals for Ethical clearance. The studies which involved interventions and food product development were presented at the meeting. This included 23 and 2 students from the Departments of Home science and Psychology respectively. Except for one proposal from the Home Science department, all other studies were approved with the inclusion of some minor changes. The proposal with changes had to be rewritten and submitted, after which approval would be given. All other studies pertaining to Surveys were scrutinized by the members of the Institutional Review Board. However, suggestions were given by the IEC members to be incorporated in these studies. Two Ph.D. students who were given ethical clearance last year, reported on the progress of their work. The IEC members gave their feedback and suggestions with respect to continuity of work. A faculty member from the computer science department presented her work, which comprised of an online survey. The members asked her to make some changes and resubmit.

After completion of the presentations, the main suggestions from the committee members were as follows:

### **FOR STUDIES INVOLVING FOOD PRODUCT DEVELOPMENT**

1. Name of the ingredients, amount and place of procurement to be indicated in the Proposal.
2. Proportion of the ingredients used in the formulation of products to be indicated.
3. For sensory tests, panellists need to be classified, and this has to be indicated in the proposal.
4. Recommended amount (RDA), and for whom it is intended for with portion sizes of the product developed should be mentioned.
5. If claims about the probiotic activity is indicated in the Proposal, the organisms must be mentioned, and the tests for detection of these organisms have to be spelt out.

# WOMEN'S CHRISTIAN COLLEGE



An Autonomous Institution affiliated to the University of Madras  
College Road, Chennai – 600006. South India

## Research & Development Cell

---

6. However, studies related to Probiotic characterization can be avoided at the PG level, since the lab test procedures may take more than 4-5 months.
7. If a product is claimed to be Novel, it must be checked in the Patents registry before introducing that claim of novelty.
8. Preparation of the products, ingredients used, any fermentation involved in the processing, and safety aspects should be clearly spelt out in the informed consent.
9. For fruit-based products, fruit variety and moisture content of the product in grams needs to be spelt out.
10. Only two objectives should be listed for all proposals.
11. An estimated budget should be given for the tests that need to be carried out for the formulated products.
12. Timeline for the study should be spelt out.
13. FSSAI standards should be adhered to for product development.
14. Laboratory analysis for PG projects should be minimized in terms of the experiments performed. These experiments should be performed by students (preferably in house) and not outsourced, as it will also help students develop skill sets.

### FOR STUDIES INVOLVING INTERVENTIONS / SURVEYS

1. Sample size calculation/determination should be mandatory for such projects. Primary objective should be identified & then the sample size calculated.
2. Two objectives for the study can be listed.
3. Questionnaires should be aligned with the objectives, and the number of questions should be restricted.
4. Names should not be asked in the questionnaire. ID numbers should be given instead of names. Gender when it is known (for example while involving participants from a women's college), should be removed from the questionnaire.
5. Questions such as Race or Religion to be removed in a questionnaire. It can be indicated as Nationality or Customs/Cultural preparations.
6. The word "subjects" should be avoided, and instead "participants" should be used.
7. Standardized tools should not be edited by the researcher. While using Standardized tools, manual pertaining to details such as 'who can use it, who can administer it' should be indicated. If it is an open access tool, particulars about where it is sourced from should also be included in the proposal. Wherever permission is sought for standardized tools, the letters so obtained should be enclosed.
8. Exact complement for exclusion when inclusion criteria already addresses the same should be avoided. For example, if inclusion criteria is 18-21 years, exclusion criteria should not include this. It should also include exclusion of specific health conditions.
9. Participation informed consent sheet- Risk can be deleted if the study does not involve any risks and can be changed according to what is applicable. Informed Consent can be changed according to the protocol and should align with the study proposed.
10. Risk factors based on the profession should be explored.



# WOMEN'S CHRISTIAN COLLEGE

An Autonomous Institution affiliated to the University of Madras  
College Road, Chennai – 600006. South India

## Research & Development Cell

---

11. Association & Union permission should be enclosed wherever necessary, such as for taxi drivers.
12. Thumb impression on the Informed consent can be included only if there are illiterate person.
13. All Data sheets will have to be kept with the department/guides safely till the completion of the project.
14. The participants need to know about the study outcomes before a NEP or at least a session for feedback regarding what they need to know about their assessment should be arranged.
15. For studies which are similar in nature, the focus can be slightly different. So based on the questionnaire, the objectives can be decided.
16. Clinical parameters like BP need not be considered unless there is a correlation aspect with the variables which is included in the research study.
17. If for some valid reason the survey is conducted online, duplicates should be avoided by using Survey Monkey, etc, and the outcomes need to be spelt.
18. Students should not be sent alone for recording data.
19. A qualified Lab Technician should draw blood and record clinical parameters such as blood pressure or while using glucometers.
20. The Ethics no. assigned should be indicated during presentations for ethical clearance.
21. An estimated budget and timeline for every study should be included.

As there were no other business arising, the meeting was adjourned.

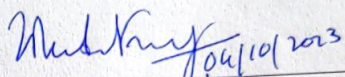
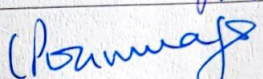
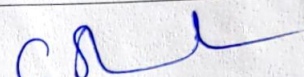
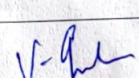
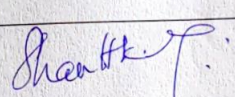
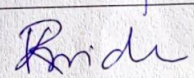
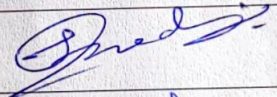
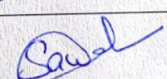
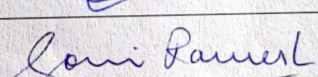
# WOMEN'S CHRISTIAN COLLEGE



An Autonomous Institution affiliated to the University of Madras  
College Road, Chennai - 600006. South India

## Research & Development Cell

### Signature of the Members

S.No	Member	4 <sup>th</sup> Oct, 2023
1.	Dr. Usha Antony	
2.	Dr. C. Ponnuraja	
3.	Dr. C. Sheela Sasikumar	
4.	Adv. Veeraraghavan Inbavijayan	
5.	Ms. Shanthi	
6.	Mr. Sridhar Ranganathan	
7.	Dr. V. Surendran	
8.	Dr. Sasikala	
9.	Dr. V. Gowri Ramesh	
10.	Dr. J. Jeba Jesintha	