

## **IRB COMMITTEE MEETING MINUTES**

Monday, February 5, 2018 12:15 p.m., Mannerheim Central

MEMBERS PRESENT: Monique Bourdage (Chair), Suzanne Miron, Rekha Ambardar, Hilary Virtanen

MEMBERS ABSENT: None

### Discussion topics:

- NIH IRB policy changes—adding option for self-determination; need to create quiz and form letter for researchers to self-determine exemption
- Form updates: create for self-determination; continuing review (low priority—only applies to full review projects); project closure form; unexpected report form
  - Make existing forms fillable PDFs
- Update website and manual to reflect NIH and DHHS policy changes (need to be implemented by July 19, 2018)

### Action items:

- Suzanne will ask Guy Pelligrini and Adam Frimodig on Friday if either of them are interested in being the community member through next academic year

Next meeting: Monday, February 19<sup>th</sup> at 1 p.m. in Library Conference room

- Identify changes to be made regarding policy on forms, in manual, and on website
- Monique—edit project closure form