|  |  |  |
| --- | --- | --- |
| **AGENDA & NOTES** | | |
| Name of Committee:Institutional Review Board  Members: Patricia Ayers, Matthew Fall, James Owens, Katrina Steinsultz, Matthew Van Cleave, Melinda Wilson, Kari Richards, Susan Jepsen  Alternates: Anna Mitterling  Community Member: Renee Brown | | |
| Committee Members Present: Matthew Fall, Jim Owens, Susan Jepsen, Matthew Van Cleave, Katrina Steinsultz, Patti Ayers, Kari Richards  Committee Members Absent: Anna Mitterling, Mindy Wilson, Renee Brown | | |
| Date: May 3, 2018 | Time: 2pm – 3pm | Room: ADM 200 |

| **Agenda Item** | **Discussion** |
| --- | --- |
| Approval of the April 12, 2018 minutes | All approved. |
| Proposal to Conduct HSR at LCC update | * Supports for Veterans in Higher Education: CHAT and the Predictors of Student Veteran Resource Centers on Student Veterans’ Sense of Community (John Christman)   + This was approved based on the changes that were made. * Examining Success and Comfort Levels of Military Veteran Students Diagnosed with Posttraumatic Stress Disorder: A Quantitative Casual-Comparative Study (Jane Bauer)   + This was approved based on the changes that were made. * There are no new projects to be reviewed, at this time. |
| Review slides and discuss PD Days | The IRB session for the Professional Development Days will be on Tuesday, May 15 from 1pm – 2pm in A&S 2312. The presentation is located in the “Training and Presentations” folder on SharePoint and titled PD Days Training – May 2018.  Assigned slides:  Matthew Fall: Introduction 1 – 2  Jim Owens: 3 – 4  Matthew Fall: 5 – 6  Kari Richards: 7 – 8  Matthew Van Cleave: 9 – 10  Jim Owens: 11  Katrina Steinsultz: 12 – 16  Mindy Wilson: 17 – 18  Matthew Fall: 19 - Conclusion |
| Other items/next meeting | * There is a Revised Common Rule training available on CITI. Matt F. will look into this more to see if it applies to us. * Matt F. has a meeting with Grants to see how the IRB fits into their processes. * Should we have an IRB fee structure for external requestors to offset our costs? Most IRBs waive fees for students. It could be different for graduate level. Some fees are based off the determination. Matt F. will talk to Don Wilske.   Adjourn the meeting at 2:55pm. |