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| **AGENDA & NOTES** | | |
| Name of Committee:Human Subjects Institutional Review Board (HSIRB)  Members: Patricia Ayers, Matthew Fall, James Owens, Matthew Van Cleave, Melinda Wilson, Kari Richards, Susan Jepsen  Alternate: James Ivey  Community Member: Renee Brown | | |
| Committee Members Present:  Committee Members Absent: | | |
| Date: November 6, 2020 | Time: 11am – 12pm | Room: Via WebEx |

| **Agenda Item** | **Discussion** |
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| Approval of the September 28, 2020 minutes |  |
| Creating a Form for Project Annual Updates | * Review information from Susan Jepsen |
| Continue, “Should the LCC HSIRB pursue FWA?” Discussion | * Matt had a meeting with the Provost that discussed grants in general and will have more information on pursuing a FWA. |
| Common Language/  Confidentiality Statements for Surveys | * Discussion – moved from the September 28 meeting agenda due to time constraints. |
| Review proposed updated HSIRB proposal form | * Discussion |
| Next Steps: |  |
| Other items/next meeting | * Next meeting is scheduled December 4, 2020, 11-12pm via WebEx |