

**Minutes of the Institutional Review Board  
September 9, 2015**

**Members present:** Tim Beyer, Joel Elliott, Lisa Ferrari, Mita Mahato, Sarah Moore, Brad Richards, Barbara Warren

**Guest:** Andrew Gardner (Senate liaison)

Gardner called the meeting to order at 4:10 p.m. He then asked for nominations for committee Chair. Ferrari mentioned that Tatiana Kaminsky, a member who could not attend this meeting, had indicated that she would be willing to serve as Chair. There were no further nominees, and Kaminsky was elected by acclamation.

Board members selected dates for protocol review meetings during Fall 2015:

October 7  
November 4  
December 2  
(if needed, December 10 or 11)

Gardner indicated that he was drafting possible Senate charges for the IRB. The ensuing discussion yielded two suggestions for charges:

1. Continue last year's charge to investigate other liberal arts colleges' IRB procedures and requirements. The renewed charge might benefit from a slightly clearer focus or indication of what the Senate would like to know about others' IRB programs.
2. Develop and implement guidelines for making CITI training available to the campus community, useful for educational purposes, and/or part of the protocol submission process.

Members briefly discussed the pros and cons of requiring CITI training as part of students' protocols. All agreed that this was a complex topic best discussed systematically during subsequent meetings.

M/S/P to adjourn at 4:35 p.m.

The next meeting will be held on Wednesday, October 7 in Wyatt 226.

Respectfully submitted,  
Lisa Ferrari