

**IRB Committee Meeting
November 2, 2018 Meeting Minutes
Building 4, Room 2460 (1:00 p.m. ~ 3:00 p.m.)**

	RIE Director		Academic Senate Appointments		Academic Senate Appointments		Managers – Appointed by VPs		Unaffiliated Member
X	Barbara McNeice-Stallard (Behavioral Science) Co-Chair (Term: Ongoing)	X	Chara Powell (Behavioral Science) (Term: 2016-2019)	X	Shiloh Blacksher* (Behavioral Science) (Term: 2016-2019) Phone	X	George Bradshaw (Behavioral Science) (Term: 2015-2018)		Danielle Pearson Graham (Behavioral Science) (Term: 2015-2021) (Phone)
	CSEA Appointments	X	Catherine McKee (Biomedical Science) (Term: 2018-2021) Phone	X	Elizabeta Meyer* (Biomedical Science) (Term 2017-2020)	X	Sue Long (Behavioral Science) (Term: 2017-2020)		
	Vincent Herrera (Non Scientist) (Term 2017-2020)	X	Carmen Rexach (Biomedical Science) (Term: 2018-2021)	X	Sierra (Vane) Powell* (Behavioral Science) (Term: 2017-2020)	X	Tania Anders (Earth Sciences and Astronomy) (Term: 2018-2021)		
	Beverly Heasley Term: 2018-2021	X	Misty Kolchakian (Behavioral Science) (Term: 2018-2021)	X	John Norvell* (Behavioral Science) (Term: 2018-2021)				
		X	Bettina Lee, (ACCESS) Instructor Specialist-Math Emphasis (Term 2018-2021)						

* Alternates (verify).

Also present: Doris Torres, Administrative Specialist III

Item	Topic	Outcome/Action Item
1.	<ul style="list-style-type: none"> • Introductions 	<ul style="list-style-type: none"> • Welcome: The IRB welcomed its new faculty member, Bettina Lee, Instructional Specialist – Math in ACCESS, Tania Anders, Earth Sciences, Astronomy, To be appointed by Academic Senate • Each member gave one minute overview of their research background.
2.	<ul style="list-style-type: none"> • Minutes 	<ul style="list-style-type: none"> • April 6, 2018 and October 5, 2018 minutes were approved by the committee.
3.	<ul style="list-style-type: none"> • IRB Committee Research Tracking Projects 	<ul style="list-style-type: none"> • Committee reviewed Research Project Tracking spreadsheet for 2018. • Request from Committee to add Project Tracking spreadsheet to Smartsheet Line #1. (Done, see Smartsheet line #1)
4.	<ul style="list-style-type: none"> • Study (#2018-409) 	<ul style="list-style-type: none"> • The study was approved by the IRB Committee contingent on adjustments. Minor adjustments to mitigate coercion, consent form translated to American Sign Language (ASL) translation, security of the data, and 3 edits consider debriefing with the students. • Vincent Herrera reviewed the study in a separate meeting with Barbara and Doris. He had similar concerns and approved it given the adjustments.
<p>Next meeting is December 7th. From 1-3pm in Building 4- Room 2460</p> <p>Suggested Agenda items include:</p> <ol style="list-style-type: none"> 1. CITI: Re-review status of IRB Members 2. IRB AP #3260 update 		