

**IRB Committee Meeting
June 7, 2019 Meeting Notes
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
	Barbara McNeice-Stallard (Behavioral Science) Co-Chair (Term: Ongoing)	X	Chara Powell (Behavioral Science) (Term: 2016-2019) Phone		Shiloh Blacksher* (Behavioral Science) (Term: 2016-2019)		George Bradshaw (Behavioral Science) (Term: 2015-2018)	X	Danielle Pearson Graham (Instructor, Psychology) (Term: 2015-2021) Phone
	CSEA Appointments		Catherine McKee (Biomedical Science) (Term: 2018-2021)	X	Elizabeta Meyer* (Biomedical Science) (Term 2017-2020)		Sue Long (Behavioral Science) (Term: 2017-2020)		
X	Vincent Herrera (Non Scientist) (Term 2017-2020)	X	Carmen Rexach (Biomedical Science) (Term: 2018-2021) Phone	X	Sierra (Vane) Powell* (Behavioral Science) (Term: 2017-2020)		Tania Anders (Earth Sciences and Astronomy) (Term: 2018-2021)		
X	Beverly Heasley* (Non Scientist) Term: 2018-2021 Phone		Misty Kolchakian (Behavioral Science) (Term: 2018-2021)		John Norvell (Behavioral Science) (Term: 2018-2021)				
			Bettina Lee, (ACCESS) Instructor Specialist-Math Emphasis (Term 2018-2021)						

* Alternates (verify).

Regrets: Barbara McNeice-Stallard, Catherine Mc Kee, Misty Kolchakian, Bettina Lee, Shiloh Blacksher, John Norvell, George Bradshaw, Sue Long, Tania Anders

Notes: Doris Torres, Administrative Specialist III

Item	Topic	Outcome/Action Item
1.	<ul style="list-style-type: none"> Chair 	<ul style="list-style-type: none"> Chair Substitute – Vincent Herrera
2.	<ul style="list-style-type: none"> Minutes 	<ul style="list-style-type: none"> May 3, 2019, Meeting Minutes were approved
3.	<ul style="list-style-type: none"> IRB Members 	<ul style="list-style-type: none"> Sierra (Vane) Powell has agreed to move from Alternate Member to a Primary Member position in Spring 2020. Doris will update the IRB member list. (*) Has been added to Alternate Member, Beverly Heasley
4.	<ul style="list-style-type: none"> AP #3260 	<ul style="list-style-type: none"> Update to AP3260. <ul style="list-style-type: none"> Committee members should not only broad specific competence sufficient to comprehend the nature of the research. The gender, race, and ethnic makeup of the members should be taken into consideration, and there should be a member with knowledge of disabled student issues and regulations that affect students with disabilities. Appointed in the same, California School Employees Association (CSEA) may appoint one none scientist to the IRB.
5.	<ul style="list-style-type: none"> Other 	<ul style="list-style-type: none"> Shiloh had two questions from her Department: - Will be discussed next IRB meeting <ol style="list-style-type: none"> Faculty teaching research methods were wondering if consent forms are required for student research. *IRB recommend Best Practices should be observed – A consent form for classroom work should be used (Perhaps IRB can provide an example of consent form?) Is there any Policy for using non Mt. SAC student? *Again, IRB STRONGLY recommends best practices. <p>Thoughts on “Best Practices for Classroom Research” posted to IRB website?</p>

Next meeting is September 6, 2019

1. Meeting Agenda
2. Shiloh's questions from last meeting:
 1. Faculty teaching research methods were wondering if consent forms are required for student research.
*IRB recommend Best Practices should be observed – A consent form for classroom work should be used (Perhaps IRB can provide an example of consent form?)
 2. Is there any Policy for using non Mt. SAC student?
*Again, IRB STRONGLY recommends best practices.