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|  **AGENDA & NOTES** |
| Name of Committee:IRB Patricia Ayers, Matthew Fall, Kali Majumdar, James Owens, Katrina Steinsultz, Matthew Van Cleave, Melinda Wilson, Kari Richards |
| *Team Members Present:* Patricia Ayers, Matthew Fall, Kali Majumdar (present at 1:07pm), Matthew Van Cleave, Melinda Wilson, Kari Richards *Team Members Absent:* James Owens, Katrina Steinsultz |
| Date: March 2, 2018 | Time: 1pm – 2pm  | Room: ADM Board Room |

| **Agenda Item** | **Discussion** |
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| Proposal to Conduct HSR at LCC forms  | * Embedding Equity Through the Practice of Real Talk: Karen Hicks, Paul Hernandez, Anne Heutsche
	+ A vote was taken to grant the Embedding Equity through the Practice of Real Talk exemption status under the first criteria.
	+ Votes of yes: Patricia Ayers, Kali Majumdar, Matt Van Cleave, Melinda Wilson, Kari Richards
	+ There were no opposing votes.
* I Am LCC: Melissa Kaplan, Roxanne Frith, Kali Majumdar
	+ Kali M. was a non-voting member for this project. (Abstained)
	+ The vote was taken to grant the I Am LCC exception status under criteria one.
	+ Voting yes: Patricia Ayers, Matt Van Cleave, Melinda Wilson, Kari Richards
	+ There were no opposing votes.
* HSDCI evaluation program:
	+ A vote was taken for an exception under criteria two.
	+ Votes of yes: Patricia Ayers, Kali Majumdar, Matt Van Cleave, Melinda Wilson, Kari Richards
	+ There were no opposing votes.
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| General Population/Short Form CITI Training | Matt F. will look at the student section of IRB training and email it to committee members.  |
| Time Change of Meetings  | Grace will follow-up with the committee availability to meet on Thursdays 2pm-3pm for the remaining of the semester.  |
| Other items/next meeting | Adjourn the meeting at 1:52pm |