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|  **AGENDA & NOTES** |
| Name of Committee:Institutional Review BoardMembers: Patricia Ayers, Matthew Fall, James Owens, Katrina Steinsultz, Matthew Van Cleave, Melinda Wilson, Kari Richards, Susan JepsenAlternates: Anna MitterlingCommunity Member: Renee Brown |
| Committee Members Present: Patricia Ayers, Matthew Fall, James Owens, Matthew Van Cleave, Melinda Wilson, Kari Richards, Susan Jepsen, Renee Brown, Anna MitterlingCommittee Members Absent: Katrina Steinsultz |
| Date: December 7, 2018 | Time: 11am – 12pm | Room: ADM 200 |

| **Agenda Item** | **Discussion** |
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| Approval of the October 5, 2018 minutes | Approved |
| Proposal to Conduct HSR at LCC  | Cardio Before Exam proposal* Project is not exempt
* Committee requires informed consent and annual report for approval

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| Federal Wide Assurance process | On hold |
| Other items/next meeting | Training materials being edited to be added to the LCC Talent Management System |