



## Agenda

Human Subjects Institutional Review Board (HS-IRB)  
December 6, 2024, from 9:10 – 10am, HHS 104 with Webex Guest Option

### Committee Members:

Patti Ayers, Heather Bunce, Matthew Fall, Kali Majumdar, James Owens, and Melinda Wilson.

### Community Member:

Louise Simon

### Alternate:

Vacant

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1. **Approval of October 11, 2024 Minutes.**
  2. **Increase awareness of LCC HS-IRB.**
    - Define key messages to communicate to the college and potential outreach methods.
      - Examples: Presentations during PD/PA Days, Start articles, etc.
  3. **Discuss revisions to current HS-IRB webpage.**
  4. **Review project log.**
    - Standing Agenda Item.
      - Quick overview of status of active projects and items that came in between meetings
  5. **Future Agenda Items.**
  6. **Other items/next meeting/meeting adjourned.**
    - Next meeting January 17, 2025, from 9:10 – 10am, HHS 104 with Webex Guest Option.

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LCC provides equal opportunity for all persons and prohibits discriminatory practices based on race, color, sex, age, religion, national origin, creed, ancestry, height, weight, sexual orientation, gender identity, gender expression, disability, familial status, marital status, pregnancy, pregnancy-related conditions, military status, veteran's status, or other status as protected by law, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position or participate in educational programs, courses, services or activities offered by the College.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies: Equal Opportunity Officer, Employee Title IX Coordinator, Washington Court Place, 309 N. Washington Square Lansing, MI 48933, 517-483-1730; HR Director of Total Compensation & Employment, 504/ADA, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1875; Associate Dean, Center for Student Support, 504/ADA, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-1885; Director of Student Compliance, Student Title IX Coordinator, Gannon Building, 411 N. Grand Ave., Lansing, MI 48933, 517-483-9632, Director of Athletics, Deputy Title IX Coordinator, Gannon Building, 411 N. Grand Ave., Lansing, MI 48933, 517-483-1622, U.S. Department of Education's Office of Civil Rights, Michigan Department of Civil Rights.

The nondiscrimination policy and grievance procedures can be located at [LCC's Board Policies](#) website. To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to [Title IX and Sexual Misconduct Resources](#) website.”