

Name of Committee: Institutional Review Board for the Protection of Human Subjects

F. Members shall serve on the board for a period of three years with appointments becoming effective at the beginning of each fall semester. Appointments are made so that terms of the members are staggered with no more than three members' terms expiring at the same time. All appointments are subject to renewal at the discretion of the President.

G. A roster of the Institutional Review Board (IRB) membership should be maintained that provides the names of the members, gender, degrees earned, primary job title, and contact information.



1. If a member must be absent from a meeting and an alternate member has been designated, notice should be given to the Chairperson or the Executive Officer and the name of the person who will attend for the member provided.
2. A "representative" for the absent member must be approved by the Chairperson since special expertise is required for board membership. The representative for the absent member shall have voting