**Diné College Institutional Review Board (IRB)**

**Meeting Minutes**

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| **Location:** Shiprock Campus | **Date and Time:** Friday, Oct 5, 2018, at 1:15pm |
|  | **Attendees:** **IRB Members:** Sara Kien (Chair), Herman Cody, Perry Charley, Thomas Bennett, Mark Bauer, Martha Austin-Garrison, Frank Morgan**Other:** Amanda McNeill – IGO Director, Kim Jim – IGO Compliance Officer |
| **Agenda Item**  | **Notes and Actions** |
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| 1. Review Sept 10th minutes
2. Revised Common Rule Training and changes to the IRB procedures manual
 | No recommended changes. Martha made a motion to approve the minutes. Frank seconded. All in favor = 6-0 (chair abstained)IRB Chair Sara Kien participated in a 1-hour online training webinar on September 20th entitled, “IRB Requirements: New Guidelines Every Researcher Must Know” and shared the details of the training with the IRB. Topics included:* Dates and deadlines for implementing the revised common rule (January 21, 2019)
* New definition of “research” (systematic investigation that leads to generalizable knowledge)
* Exempt categories (new rules regarding educational research)
* Vulnerable populations (prisoners can be included as participants in research if not coerced or manipulated)
* Secondary data – requires “broad consent”
* Changes to Informed Consent, including broad consent, changes to written consent forms, and procedures for oral consent
* Cooperative research involving multiple institutions requires that only one institution conduct an IRB review for most projects. The presenter did not know about policy related to tribal institutions. Sara made a follow-up phone call to OHRP and learned that tribal institutions maintain the rights to review all projects as long as there is a tribal law in place to support this policy (**§\_\_.114 Cooperative Research, section b, 2, i)**
	+ IRB members agreed that our IRB should maintain oversight over all projects relating to college staff, faculty, or students in any way.

Sara shared all training materials with the IRB members. She also provided the complete Revised Common Rule Regulatory Text and asked IRB members to review this document as part of the mandatory training required for all IRB members. Sara announced that she will work on the IRB procedures manual and make all of the changes needed based on the revised common rule and then send a draft to the IRB for review. The responsibility of drafting thes changes is part of the IRB chair’s role description in the procedures manual. The IRB members agreed that this is a good plan. In addition to these changes, the IRB members came were in agreement regarding the following issues:* The Diné College IRB will review any research conducted by Diné College staff, faculty, or students, even if the data are collected outside of the Navajo Nation
* The Diné College IRB will recommend prayers and ceremonies related to a particular project if relevant or necessary
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| **Meeting adjourned**  | 3:15pm |
| **Next Meeting** | Next regular IRB meeting for purposes of IRB review of proposals will be Monday, November 12th, from 3-4:30pm, via conference call |