

**Institutional Review Board  
Diné College**

Meeting Minutes

Wed., January 12, 2022, 2:00 pm

In attendance: Perry Charley, Mark Bauer, Dean Tutt, Frank Morgan, Herman Cody

Guest: Carmella Kahn

1. Review of IRB policies and procedures (Suzanne)
  - Checklist deemed helpful; will be modified to include cultural issues
2. Review of the materials for the NARCH proposal at this link: [LINK TO DOCUMENTS FOR REVIEW](#)
  - Discussion of cultural issues related to the survey questions, including the role of interpreters/translators, --how will they say vaccine, or Pfizer, etc.? Medicine men are advising on this topic, and AZChild has created some materials as well, developing and testing materials with small samples.
  - Motion made by Dean Tutt and seconded by Perry Charley.  
Discussion: Interest in seeing Navajo version of the scaling on the questions, and a request that the researchers report back on what language they use in Navajo.  
Approved by all five voters
  - Discussion of clearing all final restrictions to this project
3. Link to IRB folder on Microsoft 365: [LINK HERE](#)
4. Confirmation of future meeting times/days:
  - We will set aside every other week and vote as needed
5. CITI Training Certificates for IRB members
  - Suzanne will send email request
6. Recommendations for additional IRB members and verification of profile of current members
  - Nomination of Perry Charley for a continued role as community representative on the IRB; accepted.
  - Discussion of Franklin Sage (pending question about affiliation with another university), Christine Ami, JB Wilson, students, and Community Health Representatives to serve on the IRB.
  - Discussion of need for additional female representation on the IRB.
7. Summary of actions (Suzanne)
  - Modify checklist to include cultural considerations
  - Unanimous approval of the supportive documents for the NARCH project
  - Request for training certificates from additional members
  - Decision to continue 2:00 Wednesday meeting times on alternate weeks
8. Mark Bauer moved to adjourn, Frank Morgan seconded
9. 3:07 pm: Adjournment

*Respectfully submitted by Dr. Suzanne Russ, IRB Chair*