Meeting Minutes
Institutional Review Board, Dinè College
Wed., March 23, 2022, 2:00 pm

[ZOOM MEETING LINK](#)   Passcode: DCIRB   Meeting ID: 988 2585 9912   Dial-in: 1 346 248 7799

1. In attendance: Frank Morgan, Mark Bauer, Christine Ami, Suzanne Russ, Herman Cody, Thomas Bennett
2. Updates
    a. Exempt approvals for three poster presentations (attached)
    b. Continuation report from Protocol 19-03 (Kresge Project) and acknowledgement (attached)
    c. Welcome to new member Christine Ami (DC representative)
    d. Budget update: $3250 (specifications in email), Reallocations. Budget can be used for things like:
        i. Funding travel
        ii. IRB software: Previous software
        iii. Conference attendance
        iv. Speakers
3. New Business:
    a. Time for IRB meeting 2022-23: Thursday afternoons not possible. Tentative rescheduling to 9:00 on alternate Fridays, pending concurrence from remaining members.
    b. CITI training certificates on file needed for all IRB members. Christine's certificate is forthcoming.
    c. Student member suggestions:
        i. No suggestions at this time
    d. Form updates: Suzanne proposed updates to forms; see attached "Continuation Request" as unofficial example. Members approved such revisions with the following stipulations. Suzanne will draft revisions when time permits (likely summer 2022).
        i. IRB form: Make form sequential and logical, fillable PDF, include instructions.
        ii. Continuation Request form
        iii. Vulnerable Populations form
    e. Discussion of data retention policies and archive: During a recent meeting, a question emerged about how and where study data should be retained, whether students should be allowed access to their data after they graduate, and how the archive might be used to store data. This offers a good opportunity for philosophical discussion about Navajo data leading to potential future clarification of policy.
        i. See PPT; Suzanne presented current NIH and NSF recommendations
        ii. Discussion points:
            1. Clarification of consent form and policies regarding data destruction necessary
            2. Data should be stored in repository and accessible through request that includes contact with PI.
            3. Our policy must be aligned with NN IRB. Our IRB should be aligned with NN law and tribal policy
            4. Data should remain on campus/in NNation. Library repository may be good place, and we should work with library.
4. Actions:
    a. Work with library
    b. Meet with NN IRB and review NN policies
    c. Begin to think of criteria for data request form and who should be granted access (e.g., acceptable use of data).
5. Adjourn: Christine moved, Frank seconded. Meeting adjourned 3:20pm