

Research Ethics Board Meeting

June 21, 2013

9:30 – 12:00 noon – B106

MINUTES

Present: Kyle Matsuba, Chair, Maureen Buchholz (Community Member),
Kevin Hamilton, Lisa Kitt, Michaela Lucas, Constanza Rojas-Primus, (quorum)

Regrets: Nathalie Gagnon

Recorder: Leslee Birch

		Time
1	Approval of Agenda • Unanimously Approved	
2	Approval of Minutes of the Meeting of May 10, 2013 • Unanimously Approved with revisions	
3	Business Arising from the Minutes	
3.1	Evaluation of the Board – Chairs and Members • Documents will be posted on SharePoint	
3.2	Forms – Full Application (Form 8) and Course Base Research (Form 6) in ROMEO • ROMEO's review process was discussed	
3.3	G27 – Length and number of terms of REB Members • REB members will continue to review the policy and their comments will be circulated to REB membership	
3.4	REB Admin Assistant • Job Description to be revised	
4	Operating Procedures - none	
5	Expedited Reviews	
5.1	2013-017 – pending	
5.2	2013-020 – pending	
5.3	2013-018 - approved	
5.4	2013-019 CBR –approved	
5.5	2013-021 – pending	
5.6	2013-022 - pending	
5.7	2013-023 – pending	
6	Questions - None	

7	Completion/Progress Reports	
7.1	2011-001	
8	Any Other Business	
8.1	New Community Member Update <ul style="list-style-type: none"> Additional Not for Profit organizations will be canvassed for their assistants 	
8.2	IET Documentation – Encryption <ul style="list-style-type: none"> Documentation has not been received 	
9	Next meeting dates <p>September, 2013 – 2nd Friday of the month August, 2014 A2410</p>	
10	Adjournment	