

## 2011-2012 IRB Meeting Schedule

**DAY:** First Wednesday of each month (except January 11, 2012 and July 11, 2012 – second Wednesday)

**TIME:** 10:00 AM

**PLACE:** 234 Brackett Hall (Political Sciences Conference Room)

All protocols requiring full review must be reviewed at convened meetings of the IRB.<sup>1</sup> In order to ensure your protocol is given appropriate consideration, all materials (application, informed consent documents, recruiting materials, data collection tools, debriefing statements, etc.) must be submitted by the deadlines indicated below for each meeting.<sup>2,3</sup> Time is required for pre-screening by the IRB staff to provide feedback for changes, corrections, and additions, and for an adequate review period for IRB members.

MEETING DATES	SUBMISSION DEADLINES
August 3, 2011	July 18, 2011
September 7, 2011	August 17, 2011
October 5, 2011	September 14, 2011
November 2, 2011	October 11, 2011
December 7, 2011	November 14, 2011
January 11, 2012	December 12, 2011
February 1, 2012	January 10, 2012
March 7, 2012	February 15, 2012
April 4, 2012	March 13, 2012
May 2, 2012	April 11, 2012
June 6, 2012	May 16, 2012
July 11, 2012	June 19, 2012
August 1, 2012	July 11, 2012

<sup>1</sup> There are no deadlines for submitting protocols requiring Exempt or Expedited review.

<sup>2</sup> Please note that the approval of international research may require additional time due to requirements in other countries, arranging appropriate local context reviews, negotiation of Individual Investigator Agreements, and geographical and communication constraints. It is recommended you plan to submit your IRB application at least three months prior to your desired study start date.

<sup>3</sup> Collaborative work involving researchers at other organizations, especially other organizations that have their own IRBs, may require additional time due to negotiating Individual Investigator Agreements, IRB Authorization Agreements (deferral agreements), and communications with additional parties. Please contact [Laura Moll](#), IRB Administrator, at 864-656-6460 to discuss how to best manage the IRB review of collaborative research studies.