



Human Research Protection Policy

SUBJECT: Researcher Attendance at Convened IRB Meetings

All Principal Investigators are invited to attend the convened IRB meeting in which their full-review protocol is scheduled for review. Attendance at the meeting allows a researcher to discuss his/her project with the IRB, thus enabling the IRB to understand the research procedures and to help the researcher comply with the applicable regulations. PIs may be faculty or student researchers. To balance the need for compliance, efficiency, and educational benefit, attendance requirements differ for faculty and student researchers as set forth below.

Faculty Principal Investigators

1. A faculty PI who has not previously submitted a full-review protocol and attended a convened IRB meeting at Marquette University is strongly advised to attend (unless the IRB determines otherwise) the meeting in which his or her full-review protocol will be reviewed. This allows IRB members to effectively discuss and evaluate with the PI research that presents more than minimal risk. Non-attendance may delay approval and commencement of the research. The IRB convenes monthly and requested changes or clarifications may also require full review. In some cases, the need for substantial clarification may result in denial of IRB approval, in which case a resubmission for full review is required.
2. For faculty PIs who have previously submitted a full-review protocol and attended a convened IRB meeting at Marquette University, attendance is optional, unless the IRB determines otherwise.
3. A faculty PI may invite up to 2 members of his or her research team to attend the IRB meeting in which the PI's protocol will be reviewed, for a total of 3 attendees.
4. Attendance for amendments, yearly continuing reviews, and 3-year reviews requiring full review is optional, unless the IRB determines otherwise.

Student Principal Investigators

1. A student PI who has a full-review protocol scheduled for review by the convened IRB must attend the meeting with his or her faculty advisor or another faculty member who is familiar with the research. This provides the greatest benefit to the student researcher, as well as to the student's advisor and the IRB members.
2. A student PI will not be admitted into the meeting until his or her advisor/faculty member arrives. If the advisor/faculty member does not arrive before the meeting concludes, the student's protocol will be tabled until the next meeting.
3. A student PI and his/her advisor may invite 1 additional member of the research team to attend the IRB meeting in which the PI's protocol will be reviewed, for a total of 3 attendees. Should the PI require additional attendees, the PI must contact the Office of Research Compliance.
4. Attendance for amendments, yearly continuing reviews, and 3-year reviews requiring full review is optional, unless the IRB determines otherwise. A student PI may attend these reviews with or without his or her faculty advisor.