

**INSTITUTIONAL REVIEW BOARD
THE UNIVERSITY OF MONTANA-MISSOULA**

SUMMER SESSION ACTIVITY OF THE UM IRB

POLICY: As most members of the UM IRB hold academic year appointments, the IRB will meet at least two times during the summer of each year, usually in June and August, if proposals need to be reviewed before the following September.

PROCEDURES:

1. The Chair of the IRB will schedule the summer meetings. In the case of the Chair's extended absence during the summer, the Vice Chair or a designated member will schedule the meeting. The designated member will be appointed by the IRB Chair from the membership of the IRB.
2. IRB members, holding an academic year appointment who are teaching on campus during the summer session at the time the IRB's summer meeting is scheduled, should make every effort to attend the meetings. IRB members who hold a calendar year appointment should make every effort to attend the IRB's summer meetings.
3. IRB members who hold an academic year appointment who are conducting research on campus during the summer session when the IRB's summer meeting is scheduled are encouraged to attend the meetings.
4. Other IRB members may attend the IRB's summer meetings at their discretion.
5. A majority, but no less than six of the current IRB members (including at least one member not otherwise affiliated with the university) constitutes an official quorum.

APPROVED: 
Chair, UM IRB

DATE: 11/12/03