



Title	Policy Establishing a Quorum for IRB Meetings
Approval Required	Baker College Institutional Review Board
Revision Level	1
Revision Date	June 11, 2015

2 SCOPE

1.1 This policy is designed to:

1.1.1 Define a quorum for IRB meetings

3 POLICY

3.1 A quorum consists of a simple majority of all regular voting members. In addition to a specific number, a quorum must always include one member of the committee whose interests are primarily nonscientific in nature and one member external to the institution.

3.2 The presence of the alternate committee member shall substitute for the presence of a regular member, whenever a regular member is not present.

3.3 The consulting physician appointed by the President, will have full voting privileges, but will not be counted toward the number of regular voting members required for a quorum. However, the physician when present, may act as an alternate and replace any regular voting member who is absent to allow a quorum to be formed.

REVISION LEVEL	REVISION DATE	REVISION COMMENTS
0	September 24, 2003	Initial Issue
1	May 19, 2015	Update Language

APPROVALS:

Approved By _____

Date _____

Latest Revision Approved By _____

Date _____

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