

## 1. **Policy Purpose Statement**

The purpose of this policy is to establish the process to add a new Institutional Review Board (IRB) member to the Kennesaw State University IRB roster and IRB registration with the Office for Human Research Protections (OHRP).

## 2. **Definitions**

**IRB Roster:** A list of all active IRB members.

**Regular Member:** A primary member of the IRB.

**Alternate Member:** A member who is designated to substitute for a regular IRB member for an entire

