

2025 IRB Full Board Meeting Schedule

**Meetings of the convened IRB**  
The Convened IRB generally meets on the third Wednesday of every month. The agenda is sent to IRB members two weeks prior to the scheduled meeting and all submissions that are review-ready will be included on the agenda. This process aligns with regulatory requirements to give IRB members sufficient time to review materials in advance of IRB meetings. This increases efficiency for submissions reviewed at IRB meetings because the IRB will receive complete submissions that have received a thorough pre-review prior to reviewing at convened meeting. The IRB office staff will assess review readiness for each submission to determine whether it can be included on the next available meeting agenda. IRB staff will work with study teams to get submissions in a review-ready state before adding to IRB meeting agendas.

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| **Full Board Meeting Date** |
| January 22, 2025 |
| February 19, 2025 |
| March 19, 2025 |
| April 16, 2025 |
| May 21, 2025 |
| June 18, 2025 |
| July 16, 2025 |
| August 20, 2025 |
| September 17, 2025 |
| October 15, 2025 |
| November 19, 2025 |
| December 10, 2025 |
| January 21, 2026 |

The AU IRB office will observe all university holidays.