



AUBURN UNIVERSITY

Institutional Review Board

2024 IRB Full Board Meeting Schedule

All IRB protocols must be electronically submitted through the [IRB Submission Page](#) until June 30th, 2024. Transition to Endeavor is expected to occur August 1st, 2024. **The AU IRB will be shutdown to ALL submissions July 1st – July 31st** (including modifications and renewals). Adverse events will still be processed during this time but will need to be submitted through irbadmin@auburn.edu. Additional details about submission procedures following the implementation of Endeavor will be available in July. Submissions for the August 21st IRB meeting and beyond will need to be submitted through Endeavor. Any protocols that are not fully processed (i.e., approved) by late July will need to be re-submitted in the Endeavor system and re-reviewed. We encourage all investigators to close out protocols that are no longer active, and complete the revision process on any “approved pending” protocols.

Instructions for Sharepoint Submission: Please combine the protocol and all supporting documents into one PDF for submission. All submission deadlines and meeting dates are on Wednesdays. Submissions are due the last Wednesday of the month, with the exception of November, and during the transition to Endeavor. Please note that the meeting dates are subject to change due to loss of quorum or other unexpected circumstances.

Full Board Submission Deadline	Full Board Meeting Date
December 27, 2023	January 17, 2024
January 31, 2024	February 21, 2024
February 28, 2024	March 20, 2024
March 27, 2024	April 17, 2024
April 24, 2024	May 15, 2024
May 29, 2024	June 12, 2024
ENDEAVOR TRANSITION & IMPLEMENTATION	
August 7, 2024	August 21, 2024
August 28, 2024	September 18, 2024
September 25, 2024	October 16, 2024
October 30, 2024	November 20, 2024
November 20, 2024	December 11, 2024
December 25, 2024	January 15, 2024

Please note that the IRB office will observe the following breaks, in addition to all University holidays:

- Spring Break (March 4th – March 8th)
- Thanksgiving Break (November 25th – November 29th)
- Winter Holiday Break (December 20th - January 6th)