

## IRB Bulletin: October 2024

### Announcements

As a part of the Northwestern University IRB Office's initiative to share timely resources and information with the research community, the IRB publishes the Bulletin at the beginning of each month, which contains relevant updates from the IRB Office. You can also find the IRB Bulletin on the [IRB News & Announcements webpage](#). Please keep reading for this month's updates.

#### New IRB Office Website Updates: eIRB+ Access Permissions & Study Personnel Changes

We are excited to announce significant updates to the [eIRB+ Access Permissions](#) and [Personnel Changes](#) webpages on the IRB Office website. The updates are designed to improve eIRB+ user experience and streamline workflows through enhanced guidance on existing system navigation. No changes have been made to eIRB+ functionality.

The eIRB+ Access Permissions page now offers clearer definitions of the various roles that can be assigned to users within eIRB+ and their corresponding levels of study access, including Primary Contacts, Guest Lists (Study Access Lists), and Study Submission Rights. Additionally, we have included detailed instructions on how to update these user permissions for each role, making it easier for PIs, study teams, and regulatory offices to manage eIRB+ study access.

On the Personnel Changes webpage, found under [Modifications](#), we have refocused the content to emphasize the requirements and steps for submitting modifications to the IRB for study personnel changes. The updated page clarifies the existing process for updating Study Team Members and Co-Investigators, and now includes a description of the existing process for changing the Principal Investigator for a study. To further assist users, we have added key tips for an efficient submission process to the IRB for these types of changes.



# UPCOMING IRB BROWN BAG

## State of the IRB Annual Townhall Event

October 16, 2024 | 12:00 – 1:00 PM

### [REGISTER HERE](#)

Please join us at Noon on Wednesday, October 16, for our Annual State of the IRB Townhall event. Northwestern University Human Research Protection (HRPP) leaders, Associate Vice President for Research, Crista Brawley, IRB Office Executive Director, Nathalia Henry Whitely, Associate Director of Compliance, Reliance, and Education, Piper Hawkins-Green, and Associate Director of Operations, Lisa Linn, will highlight fiscal year 2024 IRB Office performance metrics, discuss HRPP accomplishments and opportunities, and forecast the office's future trajectory in the context of Northwestern Research.



Please visit our [Events page](#) for details and registration information on this and upcoming [Brown Bag](#) sessions.

In case you missed last month's Brown Bag session, *Human Research in the Global Sphere*, the presentation slides are now available on our [IRB Brown Bag](#) webpage. This session explored key considerations for conducting research internationally, providing insights into navigating complex regulatory landscapes.

## STAFF ANNOUNCEMENTS

We are pleased to share the following staff IRB staff announcements:

**Andrea Reyes, MSL**, who assumed her role as Biomedical IRB Analyst Associate in December 2023, has been promoted to the role of Biomedical IRB Analyst. During her time in the Northwestern IRB office, Andrea has excelled in delivering outstanding customer support to our biomedical research community,

becoming a key resource for general office inquiries. She has also acquired valuable knowledge in human research participant protections. We are delighted that Andrea is continuing her career with the Northwestern IRB office!

**Pranjal Patanker, MBBS, MPH, CIP**, has been promoted to Biomedical IRB Manager, effective October 21, 2024. She has been with Northwestern University for 13 years, first with the Robert H. Lurie Comprehensive Cancer Center and then later joining the IRB Office. In that time her wealth of knowledge has served as a resource to the research community at Northwestern. In her new role, she will work as part of IRB Office leadership to lead the biomedical IRB team.

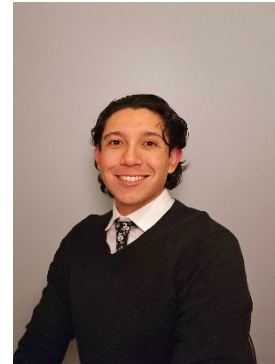
Please join us in congratulating Pranjal and Andrea on these well-deserved promotions!

*We are looking for candidates for several analyst positions to support our robust and growing biomedical team. For the full job description and to apply, visit the [Northwestern Careers site](#). We are excited to find the next great member of our team here at the IRB!*

## STAFF SPOTLIGHT

### Meet John Munoz!

Hello! I started my career within the Northwestern Office for Research as an IACUC Coordinator over 5 years ago and have been a member of the IRB Biomedical team for 2 years! As a Biomedical analyst my main responsibilities are conducting pre-reviews and processing initial studies, continuing reviews, and modification submissions within eIRB. I also participate in our office's Document Management team where we review documents currently in use at Northwestern to ensure they are consistent with our current processes and recommendations designated from regulatory agencies. I enjoy the constant challenges that Human Subjects Research has to offer, and I am extremely grateful to work with such knowledgeable colleagues in the IRB Office and awe-inspiring researchers within the Northwestern community. Outside of the IRB Office, I enjoy playing guitar, going to see live music, and exploring Chicago's incredible restaurant scene.



Please use the [Northwestern University IRB Office Website](#) as your primary source of information and resources on human research protections

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Northwestern University IRB Office | 750 N. Lake Shore Drive Rubloff Hall, 7th Floor |  
Chicago, IL 60611 US

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