

**Research Integrity and Compliance Procedure for Appearances
Before the
Institutional Review Board (IRB), Institutional Animal Care and Use Committee
(IACUC), Institutional Biosafety Committee (IBC), and Conflict of Interest
Committee (COI) (“Committees” or each individually, “Committee”)**

Individuals who wish to attend a Committee meeting to address the Committee prior to the Committee taking action on the agenda item, must notify the coordinator of the meeting at 813-974-5638 at least three business days in advance of the meeting. The individual should indicate the name of the Committee he/she wishes to address, the date of the meeting, and the agenda item he/she wishes to address.

The individual may address the Committee once he/she is recognized by the Chair to do so. There will be a three (3) minute time limit on each presentation/comment to the Committee. The total time allotted for comments for the Committee meeting shall not exceed fifteen minutes (15) unless approved by the Chair.

As permitted by Section 286.0114 Florida Statutes the Chair may decline to hear any matter as well as any matter determined by the Chair to be unrelated to a specific agenda item or that is outside the Committee’s jurisdiction, or because it is not practicable for a particular meeting.

In order to proceed with essential business of the Committee in an orderly and timely manner, any individual who disrupts a Committee meeting will be subject to appropriate action pursuant to law.