

Minutes for the Institutional Biosafety Committee Meeting

Tuesday, September 9, 2025

Google Online Meeting

1:00 pm - 1:30 pm

Committee Members Present:

Dr. Robert Marr, Mr. Paul Huber, Mr. Sebastian Rodriguez, Dr. Joseph Reynolds, Dr. Patricia Loomis, Dr. David Everly, Dr. Fabio Re, and Mr. Matthew Anagnostopoulos, and Ms. Jacquelyn Casler

Committee Members Absent:

Mr. Nikolas Vistine and Dr. William Conrad

Public Members Present:

There were no requests from the public to attend this meeting

Call to Order

The meeting was called to order:

Dr. Robert Marr called the Institutional Biosafety Committee meeting to order at 1:02 pm with a quorum of committee members present.

Review of previous IBC Meeting Minutes

The IBC Committee reviewed the following Institutional Biosafety Meeting Minutes:

- August 12, 2025 the IBC members reviewed meeting minutes.

Dr. Robert Marr recommended a motion for the IBC members to approve the August 12, 2025 meeting minutes as written.

Motion to approve the August 12, 2025 meeting minutes:

First motion: Dr. Patricia Loomis

Second motion: Jacquelyn Casler

The IBC members unanimously approved the August 12, 2025 meeting minutes as written.

New Business

The IBC committee reviewed and discussed the lab specific protocols submitted by Dr. JongSun Lee for his new research lab

The Recombinant/Synthetic Nucleic Acid Molecules lab specific protocol was reviewed by the committee members.

- The committee discussed the content of the Recombinant DNA protocol and identified some changes, updating of information, as well as missing information. The following changes were identified for this protocol:
 - Page 3 (box): Needs to indicate the section(s) that are relevant to this research lab protocol. The committee suggested that "III-D-1" may be the best selection for this protocol.
 - Page 3 (box): The name, date, and signature will need to be removed, this particular space is only for if the protocol is exempt.
 - Page 5 (item e): Item e will need to be clarified.
 - page 6 (item j) only 3rd-generation vectors are listed in the protocol, need to indicate if 2nd generation vectors be used. The committee discussed that lentiviral vectors are usually discouraged.

- The committee identified that the Core Flow Cytometry Facility Form is not included with the lab protocol. While committee members feel the protocol is well written, it is missing the Core Flow Cytometry Facility Form.
- The committee members discussed whether the protocol could be conditionally approved and updated prior to the Chairman's final approval. After deliberation, the committee agreed that the protocol must be presented to the full committee before a final approval can be granted.
- It was also noted that the Flow Cell Cytometry form, which is considered an integral part of the protocol, is currently missing and must be included for committee review prior to final approval.

Dr. Robert Marr recommended a motion to table the protocol until all committee recommendations and requested revisions have been made, including the Flow Cell Cytometry form.

Motion to table the approval of this protocol until the next meeting:

First Motion to table this protocol until the next meeting: Dr. Joseph Reynolds

Second Motion to table this protocol until the next meeting: Dr. Patricia Loomis

The IBC members unanimously agreed to table the protocol and Dr. JongSun Lee will resubmit the updated protocol and include the Core Flow Cytometry Facility Form to the IBC committee for review and approval.

Old Business

Final Review of Dr. Parvez Akhtar's Lab-Specific Protocol

- Dr. Marr confirmed that the only recommended change from the IBC committee was communicated to Dr. Parvez Akhtar. The revised Pathogenic Agent lab specific protocol submitted by Dr. Akhtar was not needed at this time.

Update of the Recombinant / Synthetic Nucleic Acid Molecules Lab Specific Form

- Dr. Patricia Loomis submitted an updated Recombinant / Synthetic Nucleic Acid Molecules Lab Specific Protocol Form. The IBC committee had previously identified that the form may need additional clarification for those Principal Investigators completing the form. The following was updated:
 - 2. Biosafety Level
Using the table below, please indicate the highest biosafety level for your laboratory.
 - To:
 - 2. Biosafety Level
Using the table below, please indicate the biosafety level for this project (Note: other projects in the laboratory may have different biosafety levels).

Other Business

There were no other business agenda topics for discussion.

Adjourn

With there being no further business to discuss, Dr. Marr recommended a motion to adjourn the meeting at 1:15 pm. The IBC committee unanimously approved the adjournment of the meeting.