

IBC Meeting Agenda

February 26, 2024

1:00 – 2:00 pm Southern Writers' Room - ZOOM

I. Call to Order 1:01 PM

II. Roll Call

Present - Rardy Spratt, Bob Jackson, David Giles, Jose Barbosa, Peggy Kovach, Ben Stein, Bradley Harris

Absent – Michael Dabney, Pam Riggs-Gelasco, Darrell McGraw, Jennifer Cunningham

Ex officio – Cheryl Murphy, Alexa McClellan

III. Approval of January 22, 2024 Minutes

1. Motion: Barbosa, 2nd: Spratt, All in favor – 7, Opposed – 0, Abstained - 2

IV. Old Business

V. New Business

1. Update on CITI Trainings
 - a) Members who need to complete refresher have been emailed.
2. Lab Inspection Checklist Update
 - a) Committee reviewed revised checklist that incorporated all IBC suggestions. No new concerns were raised. Will leave checklist on our shared files for a week in case committee members want to review more in depth.
3. Updates on departmental outreach
 - a) Giles
 1. Sent out email to Engineering/Chemistry/BGE, which was forwarded by BGE Department Head to the Department.
 2. Giles attended Dean's Council Meeting (Engineering)
 3. Giles sent targeted emails to particular BGE professors
 - b) Harris – sending out email to Engineering today
 - c) Murphy
 1. Jannatul Ferdoush– Molecular Genetics Teaching Lab? Giles to reach out individually.
 2. Spratt – Bioremediation Lab – will submit registration
 3. Nursing – No work with cadavers or blood samples

4. HHP – Marisa Colston – do not collect samples, but graduate level athletic training students observe PT cadavers
 5. June Hanks – PT Cadaver Lab – UTHSC provides cadavers (All tissues are preserved). Dissected/removed tissues disposed via UTC biohazard waste, cadavers then returned to UTHSC. This lab would likely be exempted from IBC oversight since the tissues are fixed. UTC IBC should provide them with a letter of exemption of oversight. Cheryl is waiting for official documentation of fixed tissues before issuing this letter.
 6. Contacted UTK IBC Director to discuss cadaver lab – He indicated the desire to work with UTC to draft an SOP on this topic.
- d) Ben Stein – teaching lab will be taken over by someone in the Fall. Giles to reach out to BGE to determine who that might be, since a new registration will be required.
4. Exemption Letters can/should be provided to individuals/classes/etc. when the decision is made that IBC review is not required.
 5. Upcoming lab inspection sign ups
 - a) A sign-up sheet for Annual Re-inspections has been put in the shared files. IBC members should sign up in the next week with their availability to participate.
 6. Lab decommissioning inspection? This is not currently something that the IBC has procedures for. Departments oversee this process.
 7. Note – When a registration is undergoing IBC review and is on the shared files, IBC members who are also PIs should not edit that document in response to committee comments. That document serves as a record of the committee discussion and is used when drafting minutes and action forms.

VI. Next Meeting – March 25.

VII. Adjournment – 1:36 PM