

IBC Meeting Minutes

August 25, 2025

1:00 PM; 429 Library (Copeland Conference Room); ZOOM

I. Call to Order: 1:01 PM

II. Roll Call:

Members present: Jose Barbosa, Jennifer Cunningham (left prior to discussion vote of IBC 25-05), David Giles, Margaret Kovach, Darrell McGraw, Jess Sanders, Henry Spratt

Members absent: Brad Harris

Ex officio: Cheryl Murphy

Visitors: Julia Jones, Bret Fuchs

III. Approval of June 2, 2025 minutes

1. Vote: Motion to Approve = Spratt; Motion 2nd = Barbosa
 - a) In favor: 7; Against: 0; Abstentions: 1

IV. Approval of June 23, 2025 minutes

1. Vote: Motion to approve pending modification = Kovach; Motion 2nd = Barbosa
 - a) Modification: Spratt needs to be marked as absent for the meeting
 - b) In favor: 7; Against: 0; Abstentions: 1

V. Approval of July 28, 2025 minutes

1. Vote: Motion to Approve = Barbosa; Motion 2nd = Sanders
 - a) In favor: 7; Against: 0; Abstentions = 1

VI. Old Business

1. Approved registration modifications, administrative reviews, annual updates

- a) IBC 23-06: Modification Approved August 13, 2025
- b) IBC 23-17: Annual Update Approved August 13, 2025
- c) IBC 23-07: Registration Closed August 25, 2025

2. Lab Inspections conducted

- a) 305D Holt: Conducted August 15, 2025
- b) 325, 329 & 330 Holt: Conducted August 15, 2025
- c) 108 & 305C Holt: Checklist completed
- d) 120 & 120A Holt: Scheduled for August 29, 2025
- e) 308 & 309 Grote: Scheduled for August 29, 2025

VII. New Business –

1. New Registration:

- a) **IBC Protocol #25-04, Dr. Jannatul Ferdoush, Elucidation of Protein Overexpression in Eukaryotic cell (human cell)**
- b) CITI Training Completion: All personnel have completed required training
- c) Biosafety Containment Level: BSL-2
- d) NIH Guidelines Category: III-E Misc; III-F-8
- e) Host/Vectors; Agent characteristics
 - i) Host: HEK293T are human embryonic kidney cells; epithelial, (ATCC CRL-3216)
Based on ATCC website: BSL-2 and cells contain Adenovirus
 - ii) Vector: HA-Ubiquitin; Addgene Plasmid 18712
- f) Types of manipulations planned
 - i) Using HEK293T cells to investigate how unneeded proteins are tagged and broken down inside the cell; His-ubiquitin assay.
- g) Source(s) of the nucleic sequences: *Human cells*
- h) Not expressing a foreign gene.
- i) Vote: Motion to Approve = Kovach; 2nd = Sanders
 - i) In favor: 7; Against: 0; Abstentions: 1
 - ii) Lab inspection to confirm BSL-2 lab designation occurring August 29, 2025 – approval letter to be sent to PI once BSL-2 level approved.

2. New Registration:

- a) **IBC Protocol #25-05, Dr. Samuel David, Western Blotting, Cell Culture, Molecular Techniques for Apoptosis and ALS Projects**
- b) CITI Training Completion: All personnel have completed required training
- c) Biosafety Containment Level: BSL-2
- d) NIH Guidelines Category: III-F-1, III-F-2, III-F-3, III-F-8 (Appendix C-I)
 - i) Should also include Category III-E Misc
- e) Host/Vector & Agent Characteristics:
 - i) Hosts: HEK293 human kidney cells (ATCC CRL-1573); HeLa human cervical carcinoma (ATCC CCL-2), A549 human lung cancer cells (ATCC CCL-185), H460 human lung cancer cells (ATCC HTB-177), PC-3 human prostate cancer cells (ATCC CRL-1435), NMuMg mouse epithelial cells, Jurkat human leukemia cells, Clone E6-1 (TIB-152), NIH 3T3 mouse fibroblast cells (ATCC CRL-1658).
 - ii) Vectors: pcDNA3, pcDNA3.1, pEBG
 - 1) Biological Agents: *E. coli* K-12; BSL-1; *E. coli* strain DH5alpha, BSL-1
- f) Types of manipulations planned
 - i) DNA of human and mouse cell lines will be transiently modified and/or various compounds that affect various operations in the cell will be introduced and relevant proteins in those cells will be subjected to analysis by Western Blot.
- g) Source(s) of the nucleic sequences (e.g. species): Not specified
- h) Additional committee concerns/corrections needed
 - 1. A3: Adjust protocol start date for late September 2025 and adjust end date accordingly.

2. B2: Provide more detail as to what 'mouse cell lines will be transiently modified' mean and will entail.
 3. B3 (Point 4) & B8: Regarding Liquid Waste: Handling of liquid waste is not consistent; clarify and make consistent throughout registration how liquid waste will be treated and disposed of.
 4. B3: Will you be using a plate-reader, is this equipment within the room already listed?
 5. B3: Explain more fully each part of the techniques, what equipment you are using and if anything needs to be transported to other rooms.
 6. B4: Provide more detail about work practices. For example, work practices will be put in place to help prevent contamination, how will areas be decontaminated; how will a biosafety cabinet be used, etc.? Provide more detail about aerosolization and using the ultasonicator and homogenizer.
 7. B8. Check 'Solid Biohazardous Waste' box
 8. Throughout the registration, address more fully the safety measures that will be implemented.
 9. C2 & G3a: Cell lines described in C2 also should be listed within G3a.
 10. Storage of cell lines: Since the cell lines were brought with you, where and how are the cells being stored now?
 11. Storage of cell lines: Are there liquid nitrogen storage capabilities to properly store the cell lines? In what Bldg/Room will they be stored?
 12. D1-2: Include the specific strain of E. coli K-12. Need to list the specific strain of E.coli K-12.
 13. D1-2: Include the vendor and catalogue number of each strain.
 14. G3b: Include information regarding the vector system used for the vectors listed.
 15. G3d (DNA/RNA Sources): Provide more information regarding the source of the vector DNA/RNA. Clarify what 'non-aggregated' means (is it a description of the gene)?
 16. H NIH Category III-E: Check box III-E Misc.
 17. Lab Inspection scheduled for August 29, 2025; During this time, need to confirm BSC has been certified.
- i) Vote: Motion for Major Revision Requested = Spratt; 2nd = Kovach
- i) In favor: 6; Against: 0; Abstentions: 1

3. **ORI Staff Update:** Julia Jones will be assisting with IBC administrative responsibilities for Fall 2025 semester. Job ad to be posted soon to advertise position; Search committee has been formed.

4. **Additional items for discussion**

- a) Committee Members' CITI Training: 2 overdue (McGraw, Spratt). 1 coming due (Murphy).
- b) DASH Research Safety Update
 - i) UAT coming in September
 - ii) Go-Live November 10, 2025

VIII. Next Meetings –

1. September 22, 2025
2. October 27, 2025
3. November 24, 2025
4. Additional mtgs for DASH Research Training?

IX. Adjournment – 1:57 PM