



OFFICE OF THE VICE PRESIDENT FOR  
RESEARCH

May 10, 2006

Mr. Edward H. Hammond  
The Sunshine Project  
PO Box 41987  
Austin, TX 78704

Via U.S. Express Mail

Dear Mr. Hammond:

As promised in my facsimile to you dated 4 May 2006, I am sending to the address above copies of Minutes of all meetings of Purdue University's Institutional Biosafety Committee since 1 May 2003 that have been approved by a convened meeting of the Committee. This includes Minutes from meetings held: 22 April 2003, 29 September 2003, 20 April 2004, 28 September 2004, 28 April 2005, 26 September 2005, 20 October 2005, 30 November 2005, and 21 February 2006. Minutes of the IBC meeting held on 4 May 2006 have not yet been reviewed and approved by a convened meeting of the Committee. When the IBC has reviewed and approved these minutes, a copy will be provided to you.

These materials are provided in response to your request dated 15 March 2006 and pursuant Purdue University's obligations under the National Institutes of Health Guidelines on Research Involving Recombinant DNA Molecules, Section IV-B-2-a-(7).

If you have any questions regarding this matter, please do not hesitate to contact me ([pedunn@purdue.edu](mailto:pedunn@purdue.edu), fax to 765-496-2589).

Sincerely,

A handwritten signature in blue ink that reads "Peter E. Dunn".

Peter E. Dunn, Ph.D.  
Associate Vice President for Research  
Director, University Research Administration and Compliance

Encl.



Assistant Vice Provost for Research Compliance

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## **Institutional Biosafety Committee Meeting**

Minutes  
Institutional Biosafety Committee  
April 22, 2003

### **Members Present (\* denotes absence)**

Rebecca Armstrong, Steven Broyles, Robert Golden, Carol Shelby\*, James Schweitzer, Peter Dunn, Suresh Mittal, William Femer, Avatar Handa\*, Gary Carlson, Richard Kuhn, David Franklin, Sandra Amass, Marshall Martin, Todd Clark\*, Larry Svajr

Also present: Rachael DeRudder

The meeting of the Institutional Biosafety Committee was held on April 22, 2003 in CIVL G212A. Steven Broyles called the meeting to order at 1:35 p.m.

### **Minutes Approval**

The minutes from the September 10, 2002 meeting were approved.

### **Chairman Remarks**

Steve Broyles reported the number of active and terminated IBC protocols: 50 new protocols, 11 amended, 38 renewals, 87 terminated (some of the terminated protocols were combined with existing active protocols), and 47 rDNA approved. Most protocols are routine, either using human blood or human cell lines.

Steve Broyles reported that some teaching labs and microbiology labs using class II biohazards are concerned that the rules require the use of PPE. They think that having their students use PPE is impractical. The PU biosafety manual does not differentiate between uses and handling safeguard apply for everyone. A PI at Fort Wayne brought this up and Dr. Sanders (BIOL Safety Officer) said they might have to cut some classes.

Steve also gave kudos to Rachael DeRudder for an outstanding job she did updating the IBC files.

### **Biosafety Officer Report**

Bob Golden handed out a continuing education article, "FAQ for New Regulations", regarding the Select Agent Program. He reported that the IBC protocols are reviewed every 3 years, but his office has started conducting annual lab inspections. Of the 201 active protocols, 116 of these are BSL2. Updated Agent Inventory Forms for Laminar Flow Clean Benches and Biosafety Cabinets are being completed during these lab inspections. Bob also reported that the Purdue Biosafety Manual revisions are approximately 65% completed. Once completed, he will

send a copy of the proposed revisions to the committee members for review. Bob reported that aflatoxin and yellow fever were removed from the Select Agent list. He also stated that since the last committee meeting, one Select Agent was destroyed, and the appropriate documentation completed. There are 2 Diagnostic Labs on campus that have Select Agents, but they are exempt from the Select Agent registration rule. However, if these 2 labs do diagnostic on animals with Select Agents they will have to complete documentation.

Bob reported there were 8 bio-exposures since the last meeting. One of the exposures involved a horse with rabies, and about 20 people were exposed. Several people received rabies boosters as a result.

Regarding follow-up of David Sanders' protocol issues discussed at the last meeting, Bob reported that the Select Agent rules changed after Sanders completed the requested clarifications in his protocol. He is now exempt.

### **New Business**

Becky Armstrong asked Bob Golden to discuss policy initiated regarding the use of surplus Biosafety Cabinets in a laboratory in BRWN. Bob explained that this particular BSC didn't have the proper filter and vaccinia virus was being used. When this problem was discovered, the unit was removed from service. There is now a policy in place that prevents IBC researchers from using surplus BSCs in their protocol work. Peter Dunn suggested that Bob get an acknowledgement from Darrel Dirksen, Chemistry Department, regarding this new policy.

In other new business, Bob Golden reported that Dr. Spurlock requested to receive pig blood from Mexico. Sandy Amass reported that there are many swine related diseases endemic to Mexico. She mentioned forms for requesting the importation of these diseases are available on the USDA/APHIS website. She stated that Purdue might not want to approve everything that the USDA approves. Bob said he asked Dr. Spurlock to complete his protocol. Bob will keep the committee informed of Spurlock's research requests. Larry Svjar asked if researchers are supposed to come to the committee for approval. Peter Dunn said that this is why the Executive Memorandum needs to be finished- to make IBC approval a requirement. He said that the history of biosafety regulations isn't as clear as human or animal subjects has been. NIH now asks if there is an approved protocol, and CDC doesn't always ask if there is a protocol approval.

Regarding Personal Protective Equipment (PPE) and animals with Salmonella in the diagnostic lab, Bob Golden volunteered to talk with Dr. Thacker to clarify biosafety and PPE issues. This would be a good topic for the Vet School safety committee to address.

### **Old Business**

Regarding the Executive Memorandum, Becky Armstrong asked the members to contact Bob Golden with any comments in a timely manner. Gary Carlson suggested that item 3 be changed to include the protection of research animals. Also, item 4 is not clear to whom an appeal should be made and that a process for appeal be included. Becky said the appeal would be to the IBC. Becky hopes to have the Executive Memorandum completed by the fall.

### **Federal and State Regulations Update**

Jim Schweitzer gave an update on Federal and State regulations, and reviewed the FAQ for New Select Agent Regulations handout. Jim did state that he and Bob Golden will be attending an IBC related meeting next week (April 30, 2003) with other universities and they will get more insight into what to look forward to in the future regarding Select Agent regulations.

Jim reported that at the present time, Charles Rutledge is the University's Responsible Official (RO). Becky Armstrong is the Alternate RO. He also reminded the committee that the registration covers only the Select Agents that are listed on the certificate of registration. Keeping the agents listed on the Certificate of Registration current should be the responsibility of the IBC.

Jim also discussed background checks, security risk assessments, safety requirements, record keeping, and inspections by CDC Select Agent Program inspectors. Peter Dunn reminded the committee that some of the background check rules are interim and it is possible there will be some additional changes.

Peter Dunn reported that Purdue is going forward with the Select Agent registration process. He will be the designated RO with the new registration. Armstrong will be the Alternate RO. He stated that access and record keeping will be the two biggest requirements to meet. It is unknown how long the registration process will take or when clearance will be approved.

### **Protocol Review**

The committee reviewed a protocol submitted by Richard Kuhn after his brief explanation of the work. This will be a BSL 3 protocol. Suresh Mittal questioned if the personnel listed on the protocol will have blood test before beginning work on the project, to resolve potential future liability issues. Becky said there is no policy that requires that. Dunn suggested that Risk Management be consulted about the liability issue.

After Suresh Mittal moved for approval, with Sandy Amass seconding, the IBC voted to approve Dr. Kuhn's protocol with the following contingencies:

- Paul Chitman to be added to the list of personnel working on the project.
- Explain the procedure for transporting the virus between the BCHM and LILY buildings.
- Moving the -80° freezer into BCHM A342C. (Or purchase a smaller -80° freezer for the room.)
- Determine who has a key to the BSL3 room, and limit the access via key. (The building deputy and others may have a key.)
- The University obtains Select Agent registration.

The committee reviewed these contingency issues with Dr. Kuhn, and Bob Golden will send a formal written notice to Dr. Kuhn outlining the contingency requirement.

### **Committee Concerns and Concerns**

Suresh Mittal talked about disposal of carcasses and questioned the procedure at Purdue. Sandy Amass said the animal carcasses are being tagged potentially infectious disease.

Suresh Mittal asked what would happen if there would be an exchange of cell lines between PIs. Bob Golden said he would check for IBC protocol for both PIs. The question was raised if a material transfer agreement would be needed to transfer material between users on campus. Peter Dunn said a material transfer agreement would not be

required for a transfer of materials between users on campus. Steve Broyles stated it is the responsibility of the PI to make sure that his cell lines are pathogen free.

#### **Other**

Becky Armstrong, Steve Broyles, and Bob Golden attended a conference in San Diego on the Future Face of IBC. Becky said she felt that Purdue was ahead of others who attended the conference. She felt that the one area in which Purdue might be deficient is in offering training in the area of handling, etc. She will send a link of conference videos to the members. Bob Golden said that his office has begun offering biosafety training and he recently gave some training to Food Sciences. Becky asked Bob to share his outline of that training with the committee.

Meeting adjourned at 3:16 p.m.

PURDUE (2 AP)

## **Institutional Biosafety Committee Meeting**

**Minutes  
Institutional Biosafety Committee  
September 29, 2003**

### **Members Present (\* denotes absence)**

Rebecca Armstrong, Steven Broyles, Robert Golden, Carol Shelby\*, James Schweitzer, Peter Dunn\*, Suresh Mittal, William Ferner, Avtar Handa, Gary Carlson\*, Richard Kuhn, David Franklin, Sandra Amass, Marshall Martin, Larry Svajgr, Karen Shields, Sue Loesch-Fries.

Also present: Rachael DeRudder

The meeting of the Institutional Biosafety Committee was held on September 29, 2003 in HOVD 102. Steven Broyles called the meeting to order at 1:33 p.m.

New members: introductions were made.

### **Minutes Approval**

The minutes from the April 22, 2003 meeting were approved.

### **Chairman Remarks**

Steve Broyles reported the number of active and terminated IBC protocols: 19 new protocols, 25 amended, 7 terminated.

### **Biosafety Officer Report**

Bob Golden reported there have been 7 bio-exposures since the last meeting: 3 needle sticks (sharps) but no infectious agents involved; 2 pipette sticks – 1 involved human cell lines; 2 biohazard (1 cat, 1 bat). Steve Broyles asked if there was an alternative to plastic pipettes. Jim Schweitzer suggested putting an article in the REM newsletter concerning safe lab practices.

There were 2 fires involving Laminar Flow Clean Benches since the last meeting. Both involved Bunsen burners, 1 burner that was constantly turned on. Bob mentioned that a good alternative to the Bunsen burners currently used is the On-demand burner. He also stated that CDC does not recommend using burners in these cabinets. There will be an article about burners in the next REM newsletter.

Rachael DeRudder reported on the annual IBC biosafety lab inspections. She reported that some PIs are using her visits to the labs as a training opportunity for their staff. She said she has also seen evidence that some PIs are sharing information that they learn from the inspection with other PIs in their department. She is combining the biosafety lab inspections with the Agent Inventory Review of HEPA filtered cabinets to update the information that REM keeps on these units for a more efficient use of time and less interruption to the PIs. Also included in this year's review are the units at the North Central, Calumet, and Fort Wayne campuses. This review is about half completed.

Bob Also reported that he has finished the first draft of the Biosafety Training for the web. He will email an attachment of the slides to all committee members for feedback. Becky Armstrong suggested that it should be clear how this training would be used, i.e., for new PIs, or suggest they review the training. Steve Broyles commented that training should not be voluntary.

Bob reported on the Biocontainment Conference in Maine that he attended and that the conference notebook is available upon request.

### Old Business

Becky Armstrong discussed the Executive Memorandum of which everyone had been emailed a draft. Richard Kuhn questioned should the PI be defined. He suggested making PI an all-inclusive definition. Bill Ferner added that PACUC defines the PI. David Franklin agreed PI should be defined. The suggested definition for PI is "any Purdue employee who is eligible to apply for or receives any internal or external funding for research". Becky then asked if everyone was comfortable with the wording for the definition of biohazardous agent. Avtar Handa questioned the definition of "massive infection". It was suggested changing the wording "massive" to "widespread". Bob will check the source of the definition to see if the wording could be changed. Some committee members also suggested adding prior to the list of biological agents in the definition. Becky asked to have all suggestions for changes within the next couple of days. She will make the noted changes and send out to the committee. The memorandum would then be given to Dr. Rutledge and Vice President Kionaas for approval.

### New Business

- Protocol Review

The committee reviewed Maureen Davidson's protocol involving Select Agents. Bob Golden will be recommending security measures needed for the lab area. This will be a BSL2 lab. Richard Kuhn asked if there is a source of funding to maintain this repository. Steve Broyles said he would like to see an inventory listing the materials Dr. Davidson will be storing in the repository. The committee approved the protocol contingent upon receiving an inventory list, which Bob Golden will ask Dr. Davidson to provide.

### Committee Concerns and Concerns

Bob Golden provided handouts that included the Committee's email address. The second handout provided a website for a good source of, continuing education, "The Scientist: Model Organisms".

### Other

Bob Golden provided a link to review a recent accident in Chemistry involving a centrifuge that was a surplus equipment purchase. He stated that in the Chemistry Department using surplus equipment that is being bought without knowing the history of the equipment, and this centrifuge had never been checked for cracks. The centrifuge accident did happen in an IBC approved laboratory. Marshall Martin questioned how the committee could bring about awareness involving knowing the history or not purchasing surplus equipment, and who should be made aware, i.e., department heads, deans.

Becky Armstrong mentioned that Peter Dunn has spoken with Dr. Rutledge about the surplus equipment issue and a report will be forwarded to the HAZARDS OVERSIGHT COMMITTEE. She also mentioned that the centrifuge incident crossed two compliance committees, IBC and Human Subjects.

Meeting adjourned at 1:37 p.m.



**Purdue Institutional Biosafety Committee**

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**Institutional Biosafety Committee Meeting**

**Minutes  
Institutional Biosafety Committee  
April 20, 2004**

**Present**

Rebecca Armstrong\*  
Steven Broyles  
Robert Golden  
James Schweitzer  
Peter Dunn\*  
Suresh Mittal  
William Ferner  
Gary Carlson  
Sandra Amass  
Marshall Martin  
Larry Svajgr  
Karen Shields  
Sue Loesch-Fries  
Rachael DeRudder\*\*

**Absent**

Carol Shelby  
Avtar Handa  
Richard Kuhn  
David Franklin

\* Ex-Officio

\*\* Non-voting Member

The meeting of the Institutional Biosafety Committee was held on April 20, 2004 in HOVD 102. Chairman Steve Broyles called the meeting to order at 1:30 p.m.

The minutes from the September 29, 2003 meeting were approved, subject to errors in typing.

**Announcements**

Peter Dunn announced the Sunshine Project has sent letters to Institutional Biosafety Committees. Pursuant to the NIH Guidelines, these letters request copies of Institutional Biosafety Committee meeting minutes. The goal is to reduce bioterrorism and to verify compliance with NIH Guidelines. Reference to specific projects, investigators, locations, and select agents were edited from the minutes of the last 2 meetings. These edited versions have been forwarded to the Sunshine Project.

Pete Dunn reported the HHS Secretary announced the creation of the National Science Advisory Board for Biosecurity (NSABB). The NSABB will be managed by the National Institutes of Health (NIH). The Board was created to provide guidance in minimizing the possible misuse of knowledge and technology used in bioterrorism.



### Chairman's Remarks

Chairman Broyles reported the IBC statistics since the last meeting:

#### Protocol Statistics

New Protocols (9)  
Amendments (29)  
Terminations (5)  
224 active protocols

### Biosafety Officer's Remarks

IBC accomplishments include:

- The completion of an online biological safety training PowerPoint presentation now available on the REM web page under Biological Training.
- New Researcher's Guide for Bio-related labs and other labs that need help with regulatory compliance, available on REM web page.
- One Select Agent was destroyed since last meeting. REM monitored and documented the process from pick-up through storage to destruction.
- Terminations and most protocol amendments were discovered or initiated as a result of the IBC lab inspection process.

Goals include:

- Updating the REM web page Biosafety Section so that all Biosafety related training, awareness articles, or links are placed in one area.
- Tracking of future purchases of biological safety cabinets through ARIBA.
- Complete Agent Inventories on all Laminar Flow Clean Benches.
- Biosafety Cabinet warning label placed on cabinets this summer.

### Committee Remarks/Concerns Reported

- Marshall Martin said he had a request from the Associate Dean of Agriculture, Randy Woodson, to put together a committee that would provide guidelines for transgenic and cloned food animal procedures related to animal disposal. A draft of these guidelines will be presented to the IBC for review. The request was triggered by a University of Illinois research project where research animals entered the food chain.
- Bob Golden will contact all committee members asking if they want to continue serving on the IBC.

### Old Business

- The Biological Safety Manual updates have been approved and the revised manual is ready to be put on the REM web page.

- IBC policy document was reviewed in the fall of 2003 and a couple of oversights were discovered. It will be recirculated to the committee, and if no comments are returned, the draft will go forward to V.P. Rutledge and V.P. Kjonaas.

#### New Business

- None

#### Protocol Review

#02-076 Amendment: Structure-Function Studies of Togaviruses & Flaviviruses, Prof. Richard Kuhn

**Discussion:** This amendment was reviewed by full committee because of the proposed addition of a BSL3 agent, Hantaan virus. Hantaan virus (cDNA clones) will be used to express protein for structural studies. Procedural steps were described including the steps need to introduce the agent into a Cryo-electron microscope. The agent will be kept in liquid nitrogen during the entire process. There were Committee concerns regarding the Cryo-electron microscope lab area, i.e., contingency for accidental spill.

**Motion:** The Committee unanimously approved this protocol amendment subject to Biosafety Officer's inspection of the Cryo-electron microscope facility.

Meeting adjourned at 2:26 P.M.

Submitted by, Robert Golden, IBC Secretary

## **Institutional Biosafety Committee Meeting**

**Minutes  
Institutional Biosafety Committee  
September 28, 2004**

### **Present**

Steven Broyles  
Robert Golden  
Peter Dunn\*  
Suresh Mittal  
Gary Carlson  
Sandra Amass  
Larry Svajgr  
Avtar Handa  
Richard Kuhn  
David Franklin  
Donella Carter (new member)  
Rick Meilan (new member)  
Rachael DeRudder\*\*

### **Absent**

James Schweitzer  
William Ferner  
Sue Loesch-Fries  
Carol Shelby

\* Ex-Officio

\*\* Non-voting Member

The meeting of the Institutional Biosafety Committee was held on September 28, 2004 in HOVD 102. Chairman Steve Broyles called the meeting to order at 1:30 p.m.

### **Announcements**

Peter Dunn announced that this was Becky Armstrong's last day at Purdue. She has resigned to take a position at Berkley University in California.

Bob Golden introduced new community members/ Donella Carter who is the Tippecanoe County Health Nurse, and Rick Meilan who is from the Department of Forestry and Natural Resources. They replace Karen Shields and Marshall Martin, respectively.

### **Minutes Approval**

The minutes from the April 20, 2004 meeting were approved, subject to correction of minor typos.

### **Chairman Remarks**

Chairman Broyles reported the IBC statistics since the last meeting:

#### **New Protocols (12)**

#### **Amendments**

Personnel Change	(19)
Agent Change	( 4)
Lab Location Change	( 6)
PI Change	( 2)

Total	<u>( 31)</u>
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## Biosafety Officer Report

### IBC Accomplishments include:

- The updated Biological Safety Manual is online (<http://www.adpc.purdue.edu/PhysFac/rem/home/files/guide.htm>)
- All BSCs and LFCBs are labeled with the "Do Not Move" warning stickers.
- Agent Inventories are conducted on an annual basis for biological safety cabinets and are now being conducted for laminar flow clean benches. As a result of these inventories we have discovered two PIs who were using BSL2 agents without an IBC protocol and two PIs who were improperly using laminar flow clean benches for hazardous chemicals.
- Conducted an information gathering survey to determine if there are any large 20-liter fermentation incubators being used on campus. These are of interest because of their potential bio-terror related use. Representatives contacted from LIY, BCHM, MCMP, LYNN, and FS indicates that there are no 20-liter fermentation units in operation.
- We have been working with PIs and Facility Design to educate them on proper biosafety cabinet purchasing, decontamination, and handling.

### New Business

- Several laboratory research pigeons have been diagnosed positive for West Nile Virus. One bird has died. Out of 15 other birds that were tested, 3 tested positive for the virus. There is a question about whether or not the birds arrived on campus already infected, or were infected afterwards. The source from which the pigeons were obtained was notified of the virus, but it is possible that the birds were infected here by mosquitoes. The door to the lab area had been propped open to the roof creating the potential for mosquitoes to enter the lab area. The area has been declared BSL2 and people working in that area will need to wear the proper PPE for BSL2 conditions. Waste collection is also an issue. The Diagnostic Lab will check the birds and determine the antibody types. A committee member stated that people have been known to be infected by handling infected carcasses. Everyone who has contact with the facility has been informed. The suggestion was made that those people be tested to have a baseline for future. The recommendation was made to contact the CDC for guidance regarding the BSL level and appropriate action to take. The Biosafety Officer was assigned to do this contact.
- Concerns were expressed about the safety of transporting of biohazardous waste that needs to be autoclaved, when the buildings are not connected. Waste generators need to use carts and wear proper PPE to transport waste while the autoclave in their building is down for repairs.

### Old Business

- None

Meeting adjourned at 2:22 P.M.

## **Institutional Biosafety Committee rDNA Meeting**

**Minutes**  
**Institutional Biosafety Committee**  
**April 28, 2005**

### **Present**

Steven Broyles  
Robert Golden  
Peter Dunn\*  
Suresh Mittal  
Gary Carlson  
Sandra Amass  
-Larry Svajgr  
Sue Loesch-Fries  
-Richard Kuhn  
-David Franklin  
Donella Carter  
-Rick Meilan  
Rachael DeRudder\*\*  
-Carol Shelby  
Jim Schweitzer  
-Marshall Martin  
Karen Shields

### **Absent**

Avtar Handa

\* Ex-Officio

\*\* Non-voting Member

The meeting of the Institutional Biosafety Committee was held on April 28, 2005 in HOVD 102. Chairman Steve Broyles called the meeting to order at 1:47 p.m.

### **Minutes Approval**

The minutes from the September 28, 2004 meeting were previously approved in the Biohazard meeting, subject to correction of names of members who were in attendance.

### **Announcements**

Bob Golden will be contacting current committee members about continuing to serve on the committee. Peter Dunn reminded members who want to continue to serve that they will need to submit updated vitae, and reminded everyone that the information will be accessible by the Federal Information Act.

### **Chairman Remarks**

None

### **Biosafety Officer Report**

- 18 Exempt Protocols
- 13 Approved Protocols

### **Old Business**

None.

### **New Business**

The question was asked if future protocols for review (IBC Form 1A) could be sent electronically in advance of meetings.

The OBA is not satisfied that non-exempt protocols are not reviewed by every member of the committee, and the committee should act quickly to develop a SOP for rDNA protocol review by the entire committee. There was much discussion about how to proceed with this task. Every member will receive a NIH primer before this process would begin.

### **Protocol Review**

The committee reviewed and discussed a BSL3 protocol submitted by Richard Kuhn, which resulted from combining three previously approved protocols. There is no Select Agent being used in this protocol research, and the Form 1A will need to be corrected so that it does not indicate the use of a Select Agent. The committee voted to approve the protocol contingent upon removal of Select Agent listed. There was a lengthy discussion about ways to improve the process of approving protocols.

Meeting adjourned at 2:45 p.m.

IBC rDNA April 2005

## **Institutional Biosafety Committee rDNA Meeting**

### **Minutes**

#### **Institutional Biosafety Committee**

#### **Members Present (\* denotes absence)**

Sandra Amass  
Steven Broyles  
Gary Carlson  
Donella Carter  
Peter Dunn  
\*Rachael DeRudder\*\*

David Franklin\*  
Robert Golden  
Avtar Handa\*  
Richard Kuhn\*  
Sue Loesch-Fries  
Marshall Martin\*

Suresh Mittal  
James Schweitzer  
Carol Shelby\*  
Karen Shields  
Larry Svajgr\*

\*\* Non-voting Member

The meeting of the Institutional Biosafety Committee was held on September 26, 2005 in HOVD 102. Chairman Steve Broyles called the meeting to order at 1:32 p.m.

#### **Minutes Approval**

The minutes from the April 28, 2005 meeting were approved.

#### **Chairman Remarks**

None

#### **Biosafety Officer Report**

In a review of the active IBC protocols using rDNA, half of the protocols are NIH exempt status: 43 are NIH IIID, 49 are NIH IIIE, and 91 are NIH IIIF. A Review Guide for determining these classification codes was distributed to the committee members and explained.

#### **Old Business**

Peter Dunn reported that the OBA requires that NIH IIIA, B, C, and D protocols need reviewed at a convened meeting. He submitted for review a draft of a proposed model procedure for IBC review of projects involving use of rDNA, the committee voted unanimously to adopt it. The IBC website will be updated with this new policy. The Biosafety Officer's staff will email all PIs regarding the policy change.

#### **New Business**

Three dates have been scheduled for convening the committee to review NIH related protocols in the next three months. All meetings will be held in HOVD 102 and begin at 1:30 p.m. These dates are:

October 26, 2005  
November 30, 2005  
December 20, 2005

If no IIIA, B, C, or D protocols have been submitted (including triennial renewals) as of the week prior to the monthly meeting date, the Biosafety Officer will notify all committee members that the meeting is canceled.

#### **Protocol Review**

Meeting adjourned at 2:12 p.m.

## **Institutional Biosafety Committee rDNA Meeting**

### **Minutes**

#### **Institutional Biosafety Committee**

#### **Members Present (\* denotes absence)**

Sandra Amass	Robert Golden	James Schweitzer*
Steven Broyles*	Avtar Handa	Carol Shelby
Gary Carlson	Richard Kuhn	Karen Shields*
Donella Carter*	Sue Loesch-Fries	Larry Svajgr*
Peter Dunn**	Marshall Martin	
David Franklin*	Suresh Mittal	Rachael DeRudder***

\*\* Ex-Officio  
\*\*\* Non-voting Member

The meeting of the Institutional Biosafety Committee was held on October 20, 2005 in HOVD 102. The meeting was called to order at 1:35 p.m. by Richard Kuhn, Associate IBC Chairperson.

#### **Minutes Approval**

The minutes from the September 26, 2005 meeting were revised and approved.

#### **Chairman Remarks**

None

#### **Biosafety Officer Report**

The committee was notified in writing of 4 new protocols and 1 renewal, all NIH exempt category IIIF.

#### **Old Business**

It was noted that this is the first meeting whereby the committee is implementing the policy and practices for reviewing rDNA protocols adopted at the September, 2005 meeting.

#### **New Business**

The Biosafety Officer reminded the committee of the dates for the November and December meetings. All meetings will be held in HOVD 102 and begin at 1:30 p.m. These dates are:

November 30, 2005

December 20, 2005

#### **Protocol Review**

The committee reviewed the following NIH category IIID protocols and unanimously approved them.

“Molecular Analysis of Foodborne Pathogens”, Reference number 02-052-05

“Endocytosis in Drosophila”, Reference number 05-018

“Production of Genetically Modified Mice”, Reference number 02-073-05



**Committee Remarks/Concerns**

The review of protocols may result in committee members making suggestions to change the IBC Form 1A "IBC Application" and/or the information requested on that application. This also applies to IBC Form 2A "Request for Amendment to Approved Protocol" is used to amend the personnel listed on a protocol.

The suggestion was made for committee members to contact the Chairperson or Biosafety Officer prior to the meetings with their specific questions about the protocols to be reviewed.

Meeting adjourned at 2:08 p.m.

## **Institutional Biosafety Committee rDNA Meeting**

### **Minutes**

#### **Institutional Biosafety Committee**

##### **Present**

Steven Broyles  
Gary Carlson  
Peter Dunn\*  
Robert Golden  
Avtar Handa  
Marshall Martin  
Rick Meilan  
Suresh Mittal  
James Schweitzer  
Karen Shields  
Larry Svajgr  
Rachael DeRudder\*\*  
\* Ex-Officio  
\*\* Non-voting Member

##### **Absent**

Sandra Amass  
Donella Carter  
David Franklin  
Sue Loesch-Fries  
Carol Shelby

The meeting of the Institutional Biosafety Committee was held on November 30, 2005 in Hovde Hall, Room 102. The meeting was called to order at 1:30 p.m. by Steven Broyles, IBC Chairperson.

##### **Minutes Approval**

The minutes from the October 20, 2005 meeting were approved.

##### **Announcement**

Bob Golden will be contacting members with meeting dates for January through June of 2006.

##### **Chairman Remarks**

None

##### **Biosafety Officer Report**

The committee was notified in writing of 6 new protocols and 7 renewals, all were either category IIIE or IIIF.  
Correction for previous meeting error

##### **Old Business**

None

##### **New Business**

None

##### **Protocol Review**

The committee reviewed the following category IIID protocols:

"Identification of New Oncogenes That Collaborate With c-Myc in Tumorigenesis", Reference number 05-028. Approval withheld pending response to specific questions. Bob Golden will contact the PI for clarification about those questions.

"Direct DNA Injection and Gene Expression in Pigs and Rodents", Reference number 97-066-05. Approval withheld pending response to specific questions. Bob Golden will contact the PI for clarification about those questions.

"Molecular Mechanisms of Intestinal Lipid Absorption", Reference 05-027. Approval withheld pending verification of information.

**Committee Remarks/Concerns**

The committee suggested the IBC Form 1A be amended to request PACUC and IRB approval numbers for cross-referencing, when applicable.

Meeting adjourned at 2:12 p.m.

## **Institutional Biosafety Committee rDNA Meeting**

### **Minutes**

#### **Institutional Biosafety Committee**

##### **Present**

Steven Broyles  
Gary Carlson  
Peter Dunn\*  
Robert Golden  
Avtar Handa  
Marshall Martin  
Rick Meilan  
Suresh Mittal  
James Schweitzer  
Sandra Amass  
Larry Svajgr  
Sue Loesch-Fries  
David Franklin  
Donella Carter  
\* Ex-Officio  
\*\* Non-voting Member

##### **Absent**

Rachael DeRudder\*\*  
Richard Kuhn  
Carol Shelby  
Karen Shields

The meeting of the Institutional Biosafety Committee was held on February 21, 2006 in Hovde Hall, Room 102. The meeting was called to order at 1:40 p.m. by Steven Broyles, IBC Chairperson.

##### **Minutes Approval**

The minutes from the November 30, 2005 meeting were approved.

##### **Announcement**

None.

##### **Chairman Remarks**

None

##### **Biosafety Officer Report**

The committee was notified in writing of 10 NIH-F exempt and 5 NIH-E approved renewals.

##### **Old Business**

None

##### **New Business**

Bob Golden introduced the revised IBC protocol application form #1.

##### **Protocol Review**

The committee reviewed the following category IIID protocol:

**"Molecular Mechanisms Controlling Connectivity in the Drosophila Brain", Reference number 06-005. Approval withheld pending response to specific questions. Bob Golden will contact the PI for clarification about those questions.**

**Committee Remarks/Concerns**

**The committee suggested that questions concerning containment and disposal of transgenic organisms be added to the IBC Form 1A.**

**Meeting adjourned at 2:00 p.m.**