

From: Cynthia White
Sent: Monday, July 31, 2023 9:35 AM
To: Dawn Carter; Gary Skuse; Harman, Jennifer; Jennifer Liedkie; Karin Wuertz-Kozak; Kim Corbett; Mary-Anne Courtney; Paul Craig; Phil VanChieri; Sara Knowlden; Sarah Klein; Viet Le; Wade Narrow
Subject: IBC Meeting notes 7/25/23

Thank you all for attending. Lea has been sent her requested changes and has already returned them. Gary will review them and approve the submission.

Attendees: Dawn Carter, Gary Skuse, Cindy White, Phil VanChieri, Sarah Klein, Paul Craig, Jennie Liedkie, Wade Narrow, Kim Corbett, Karin Wuertz-Kozak

Agenda:

- 1) Review IBC registration and SOP submitted by Lea Michel.
- 2) Discuss Bolaji Thomas' proposal. It's not ready for a formal review but input from the committee would be useful.

Lea Michel's Submission:

Registration changes:

- 1) Question E1 is marked yes no select agents are being used. Change to No and remove 'Recombinant DNA' from the description.
- 2) On page 2, the campus address is blank. Please add the address.
- 3) Under Question K, add additional detail specifically explaining what a SUMO tag is.

NOTE: All participants will have to retake the listed trainings starting August 1st to be in compliance for the 2023-24 academic year.

SOP changes:

- 1) Remove verbiage in red on face page
- 2) Date on face page is incorrect (year 203)
- 3) Table of contents, Chapter 1 does not describe a teaching laboratory- remove teaching
- 4) P2 Housekeeping, 5th bullet
 - a. Lea and George Thurston are mentioned but no contact information is provided. Please add cell phone #s and email for each.
- 5) P 3 "spilt" is a nice European word but in the US "spilled" is preferred (this will be edited in future versions)
- 6) P 4 refers to "the second course day". Unless this is used in a course, it should state 'Before any work begins in the lab'...
- 7) P 8 Fume Hood, something should be said about proper training regarding sash height (18") and not overcrowding the hood
- 8) P9 aseptic technique is not necessary and a period is needed at the end of the last sentence of the first bullet.
- 9) P10, is the biosafety cabinet in a separate room? If not, the highlighted statement about "no one should be in the room" while UV decontamination is taking place should be modified.
- 10) P10, top of page "...cylinder training before starting this course" may not be appropriate. Remove if not needed.
- 11) P12, last bullet, change 'to where they will be autoclaved' to 'to be disposed'.

Bolaji Thomas' registration:

- 1) No SOP was submitted.
 - a. Bolaji has been sent the template to complete.

2) Sponsored research has reached out to Cindy to request help with requirements that Bolaji will have to meet in order to receive his grant money. His project involves infecting cattle in Nigeria, sacrificing them and sending 'samples' to RIT and possibly to a collaborator in Pittsburgh. Questions have risen with regard to:

- a. How will the samples be prepared?
 - i. The registration currently lists organs that will be sampled with no further details.
- b. How will they be shipped?
- c. Where will they be shipped?
 - i. Will they go directly to Bolaji, or to B99?
- d. Bolaji is planning to arrange for a USDA permit. Should he be signing that or should it be a representative of RIT?
 - i. Suggestions were made to contact Ryne Raffaelle's office for input and possibly legal affairs.
 - ii. UofR's IBC, specifically the BSO, may be a resource to find out how they handle these permits.
- e. Should the registration be accepted now or wait until it's closer to the time that samples will be sent? (approx. 12-18 mos)
 - i. The committee agreed that it should be submitted and reviewed now with the possibility of a 'conditional approval'. It was suggested that he should be required to provide any updates or changes to the project within three months of samples to RIT.
- f. What rooms should be included on the registration? He lists several in his grant submission.
 - i. Any rooms where tissue or tissue lysates or homogenates are handled should be listed.
- g. Other comments:
 - i. Shipping should be done by FedEx and packed in dry ice (if necessary). Requests can be made to recharge the dry ice if the shipping is delayed.
 - ii. Karin has tried to have bovine samples shipped to the US without success. Strict protocols make it a difficult proposition.
 - iii. Maureen has had experience with USDA permits and may be a resource for how the process works.
 - iv. Is IACUC approval needed or no?
 1. Jennie sent me the list of IACUC proposals. Bolaji's was not on it.
 - v. What happens to the samples when the work is complete?

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On Campus: Monday, Tuesday, Wednesday
Work from Home: Thursday, Friday

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