

IBC Meeting Minutes 5/28/26

Attendees: Cindy White, Crista Wadsworth, Emily Coon, Phil VanChieri, Mary-Anne Courtney, Karin Wuertz-Kozak, Sarah Klein, Stefan Schulze, Jennifer Harman, Pamela Beach, Janet Lighthouse, Kim Corbett

Agenda:

- 1) Introduction: Stefan Schulze – new committee member
- 2) Review registration from Pamela Beach and Janet Lighthouse

Summary:

- 1) Stefan Schulze is a professor in the School of Life Sciences and has asked to join RIT's IBC. His research centers on studying bacterial pathogens. Welcome Stefan!
- 2) Project Review: Moving to think: Physical Activity, Neurocognition, and AI-Assisted Coaching in youth with visual impairments
 - a. Registration:
 - i. Saliva will be collected from campers age 8-18. This age range is different between the two documents. * Change the range to 'under 18'.
 - ii. P9, question K:
 1. Where will the saliva collection be done? Indicate that clearly.
 - iii. What sample size/quantity? Samples will probably only be 1-3mls each. Specify as less than 5 mls in the project description.
 - iv. Samples will be packaged at Brockport and transported by car to RIT.
 1. DOT packaging requirements must be followed.
 2. Cindy will send a document with packaging requirements to Janet and Pamela.
 - v. When centrifuging the samples, aerosols may be created and must be contained.
 1. Is there a centrifuge that can be placed in a biosafety cabinet during use?
 2. Is a centrifuge available that has rotors that are made to contain aerosols.
 3. Janet will check: Either option may be available. Once the decision is made, include the centrifugation details.
 - vi. The room will be changed from 3120 to 2120 and 2140, still in CBT.
 - b. SOP Review
 - i. The template includes discussion of liquid nitrogen and gas cylinders, etc. Some of this equipment may not pertain to this project. The committee discussed whether it should be left in the document or removed.
 1. As there is no liquid nitrogen in the lab and it will not be needed, that section should be removed.

2. There are gas cylinders present and while they are not needed, the information is pertinent to the space where the work will be done and should therefore be kept.
3. The first bullet under Chapter 1, Biosafety level says that only work that falls under BSL2 can be performed in the lab. It should say BSL 1 and 2.
4. Contact info: Consider adding cell phone numbers to the list unless Avaya numbers automatically forward to cell phones.

c. Next steps:

- i. Cindy will schedule a lab inspection of 2120 and 2140.
- ii. Janet and Pamela will make the changes to their documents.
- iii. Once completed, Cindy will add a registration number to the final documents and forward to Crista for her approval and signature.
- iv. Crista will forward signed copies of the final documents and an approval letter to Janet and Pamela.

3) Other items:

- a. Jennifer brought up that updated, signed appointment letters have not gone out to committee members.
 - i. Crista will provide a current letter to Jennifer.
 - ii. We will contact Sponsored Research to get these letters updated.
- b. There are a couple more projects that look like they will be submitted soon. As we are now on the summer schedule, Crista will send out a when to meet as needed to get the committee together.
- c. The links for safety trainings are outdated. The documents should have one link to the EHS training webpage: www.rit.edu/ehs/trainings. All of the trainings through workday and mycourses are linked there.
 - i. Cindy will update the documents to reflect this and update the links on the biosafety webpage.