

**Minutes**  
**Institutional Biosafety Committee**  
**Microsoft Teams**  
**April 16, 2026**  
**10:00 am – 11:40 am**

Member	Attendance	Member	Attendance	Member	Attendance
Malgorzata Simm	P	Jesson Martin	P	Elmer Newness	A
Kameyo Johnson	P	Jessica Slade	A	Eric Werth	P
Stormie Adkins	P	Raymond Cole	A		

**Absent:** A; **Present:** P

**Meeting Notes: Institutional Biosafety Committee (IBC)**

- **Approval of Minutes**
  - Minutes from the March 18, 2026, meeting were reviewed and approved as corrected.
  - Kay Johnson motioned to approve; Stormie Adkins seconded. Minutes approved by vote.

**Faculty Grievances Regarding IBC Process/Decisions**

- **Issue:** An applicant expressed significant dissatisfaction with a recent IBC letter, specifically citing an "inappropriate" comment in the letter.
- **Following the order of communication:** The committee members established that all grievances must follow the proper chain (PI → Committee Chair – Committee).

**Role of IBC:** emphasized their role is safety and NIH compliance.

**Review of Application Process and Meeting Frequency**

- **Reminder of Digital Voting:** A reminder was presented to use Microsoft Teams tables and forms for application reviews. The goal is to allow members to vote asynchronously and potentially reduce the number of in-person and ZOOM meetings required.
- **Discussion on Meeting Benefits:** A committee member raised concerns regarding members' varying levels of familiarity with specific research

terminology. The committee discussed the risk of voting on complex information without the context provided by live discussion.

- **Action:** The committee agreed that live meetings remain essential for ensuring all members fully understand the applications before voting. It was decided to maintain a live meeting for information sharing and collaborative review.

### **Application Review and Decisions**

- **UP-KYCOM\_Bao2026\_IBC1 - REVISION**
  - The Committee reviewed the revisions and discussed them at length. Contingency suggested: Semi-annual follow-up emphasizing the list and purpose of plasmids used.
  - VOTE RESULTS: 5 votes – approve with contingency, 1 vote – approve without contingency.
  - **Action:** Letter of approval and contingency explanation will be sent to PI.
- **UP-CAS\_Wang2026\_IBC3 -REVISION**
  - The committee reviewed the revised application.
  - VOTE RESULTS: 5 votes approved, 1 recused
  - **Action:** Letter of approval will be sent to PI.
- **UP-KYCOM\_Lazenka2026\_IBC5 – REVISION**
  - A committee member shared their experience that the chemical of concern is diluted enough to dispose of according to the applicant's suggested disposal.
  - A committee member shared SDS recommendations on the chemical, and based on that information, the committee agreed to approve once the final concentration in the solution being discarded down the sanitary drain is known and the company used for chemical disposal is contacted for standard disposal procedures.
  - VOTE RESULTS: 5 votes to approve with contingency, 1 vote to approve without contingency
  - **Action:** Letter requesting information and approval contingent upon the final directions from the disposal company.

- **UP-CAS\_McLaughlin2026\_IBC8**
  - Application reviewed by committee members prior to meeting. No discussion points. Call to vote
  - VOTE RESULTS: 5 Votes to approve without contingency
  - **Action**: Letter of approval to be sent to PI.
- **UP-KYCOM\_Bukhari2026\_IBC10**
  - The committee reviewed the application. Noting specific areas of additional information needed in the following sections of the application
    - project categories, containment risk assessment, personnel and training, and safety assurances.
  - VOTE RESULTS: 5 votes to request more information
  - **Action**: letter sent to PI requesting additional information.
- **Applications for which the IBC requests were not addressed**
  - UP-CAS\_Prater2026-IBC4
  - UP-KYCOM\_Han2026\_IBC6
  - Action: Reminder letter to be sent to both PI's
- New applications tabled for next meeting:
  - UP-CAS-Wang2026\_IBC9
  - UP-CAS-Meade2026\_IBC11
  - **Action**: Dr. Werth will work with Dr. Graf to schedule professional development.
- **Professional Development**
  - **Action**: Dr. Werth will coordinate with Dr. Graf to provide professional development regarding the application process.

**Motion to adjourn by Dr. Martin, seconded by Dr. Werth, at 11:40 AM**