

From: [Judith Foster](#)
To: [Paul Craig](#); [Cynthia White](#); [David A Armanini](#); [Dawn Carter](#); [Gary Skuse](#); [Harman, Jennifer](#); [Jennifer Liedkie](#); [Kim Corbett](#); [Richard Doolittle](#); [Viet Le](#); [Vinay Abhyankar](#)
Subject: IBC Committee - Meeting Minutes from 2/4/2019
Date: Tuesday, February 05, 2019 9:20:00 AM

Attendees: Cynthia White; Dawn Carter; Jennifer Harman; Jennifer Liedkie; Viet Le; Vinay Abhyankar; Judy Foster

Meeting Minutes

1. The committee reviewed Andre Hudson's IBC project form. Additional information is needed for the committee to complete its review:
 - a. The committee needs references that were used in the determination that organisms are non-pathogenic, as noted in question K.
 - b. If there are students that will be working on the project, they need to be listed in question J2.
 - c. Andre needs to expand his description in question K to address: acquisition, use/handling, storage & disposal (or send SOP with this information)
2. Cindy and Judy to look at the IBC form to rearrange the form such as moving question K to the beginning.
3. What is the status of the IBC letter to the deans/others that are impacted? Dick will have to inform us of the status.
4. Ku De's IBC project was reviewed. EH&S will let him know he needs to complete the project form. Also, the SOP needs to only contain what is pertinent/is conducted at RIT. Also, exactly what is being received by Ku De is it the **Isolated and purified RNA**?
5. Cindy/Judy will work together to inform the PIs of the status/questions that the IBC has with their IBC project forms.

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