

From: [Judith Foster](#)
To: [Cynthia White](#); [David A Armanini](#); [Dawn Carter](#); [Gary Skuse](#); [Harman, Jennifer](#); [Jennifer Liedkie](#); [Judith Foster](#); [Kim Corbett](#); [Mary-Anne Courtney](#); [Paul Craig](#); [Richard Doolittle](#); [Sara Knowlden](#); [Viet Le](#); [Vinay Abhyankar](#); [Wade Narrow](#)
Subject: IBC Meeting - January 23, 2020 Minute Minutes
Date: Friday, January 24, 2020 9:12:43 AM
Attachments: [IBCProjectRegistrationFormBreastCancerImagine MCF01-08-2020\).docx](#)
[MSDS MDA-MB-231.pdf](#)
[IBC motion.docx](#)
[IBCProjectRegistrationFormv8 Thomas-1-23-19.doc](#)

Attendees: Dick Doolittle, Jennifer Harman, Kim Corbett, Jennie Liedkie, Paul Craig, Mary-Anne Courtney; Dawn Carter; Judy Foster

From: Judith Foster

Sent: Tuesday, January 21, 2020 8:49 AM

To: Cynthia White <clwehs@rit.edu>; David A Armanini <daae@rit.edu>; Dawn Carter <dxcsse@rit.edu>; Gary Skuse <grssbi@rit.edu>; Harman, Jennifer <Jennifer_Harman@URMC.Rochester.edu>; Jennifer Liedkie <jslsbia@rit.edu>; Judith Foster <jafehs@rit.edu>; Kim Corbett <kacsbi@rit.edu>; Mary-Anne Courtney <mxcsbi@rit.edu>; Paul Craig <pac8612@rit.edu>; Richard Doolittle <rlsbi@rit.edu>; Sara Knowlden <Sara_Knowlden@URMC.Rochester.edu>; Viet Le <vqlntm@rit.edu>; Vinay Abhyankar <vvabme@rit.edu>; Wade Narrow <Wade_Narrow@urmc.rochester.edu>

Cc: Julie Thomas <jatsbi@rit.edu>; Maureen Ferran <mcfsbi@rit.edu>

Subject: IBC Meeting - January 23, 2020 Agenda

Date: January 23, 2020

Time: 11 AM - Noon

Location: 075 - CBT-3157 Conference Room

1. IBC Project Reviews:

- a. **Maureen Ferran - HEK293T cell line and Human breast cancer cell lines MDA-MB-231, MCF-7, 4T1, PC3 and C4-2 cell**

Dick Doolittle will be emailing Maureen with questions from the IBC committee. Here's a list of the questions that Maureen needs to address:

- Who is the principal investigator for this project? Hans or Maureen?
 - Is Maureen a co-PI for this particular project?
- Is this the same project that Hans previously submitted? (See his project form that is attached). C4-2 and PC3 cells are also noted in Hans' form.
- Are there students involved with the project? If so, please add their names to J.2.
- Are the cell being transferred to Roswell? If yes, an MTA will have to accompany the cells.
 - The cells will have to be packaged and transferred according to the instructions that were conveyed to Hans Schmitthenner.
- Question K needs further clarification. An SOP will be needed.
- Change the Lab Location from CBT 3130 to 3120 on the IBC project form
- If you can please attend the February 6th IBC meeting that would be helpful to address

questions with the committee and move the project approval process along faster.

- b. Julie Thomas - *Bacillus megaterium* type strain 7A36 (ATCC 14581), *Bacillus megaterium* 7A1, *Lysinibacillus sphaericus* (previously called *Bacillus sphaericus*) – type strain 13A6 (ATCC 14577), *Lysinibacillus sphaericus* 13A10 (ATCC 12123), *Bacillus sphaericus* 13A18 (ATCC 4525), *Lysinibacillus fusiformis* – type strain 19A1 (ATCC 7055T)**

- i. BSL 1 strains- There is no SDS for each of the strains. The ATCC gives a SDS but for ALL strains.**

Judy emailed Julie Thomas about the committee's questions. Here is what was sent: "Thanks so much for updating Question L to all "NOs" and that there are no students associated with this project. There is one last thing, can you all your bacterium to Table B.1.a and the BSL1 rating and resend the form. I'm pretty sure you will be all done then. I don't think a lab inspection is need but Cindy White will have to verify the "Prior to the IBC" section and the "Inspection after" section. After that point, the project will be signed off as reviewed/approved by Dick Doolittle."

- The updated IBC form is attached from Julie Thomas.

2. Jennie Liedkie discussion about IBC forms (See attachment- IBC motion)

Judy will send a link to Raman Bhalla to the EH&S Department's Biosafety webpage. I have attached here in case other colleges what it for their websites:

<https://www.rit.edu/fa/grms/ehs/content/biosafety>

3. Other items?

- The current meeting timeframe works for most of the committee members. Judy to resend the meeting notice to ensure everyone has on their calendars (DONE).
 - The committee will not be able to get everyone to attend that is why we have "several" members to ensure we will have a quorum during IBC project reviews.
- We will work on a shorter IBC form for BSL1 agents during a meeting where there are no project reviews needed.

Maureen and Julie, if you can attend that would be great to address any questions arise.

Here's the meeting schedule for the rest of the semester to make sure they are on your calendars:

Dates: January 23; February 6 and 20; March 5 and 19; April 2 and 16 and 30, 2020

Time: 11 AM - Noon

Location: 075 - CBT-3157 Conference Room

Judy Foster, CIH CSP

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