

From: [Judith Foster](#)
To: [Crista Wadsworth](#); [Cynthia White](#); [David A Armanini](#); [Dawn Carter](#); [Gary Skuse](#); [Harman, Jennifer](#); [Jennifer Liedkie](#); [Judith Foster](#); [Karin Wuertz-Kozak](#); [Kim Corbett](#); [Mary-Anne Courtney](#); [Paul Craig](#); [Shannon LaJuett](#); [Viet Le](#); [Vinay Abhyankar](#); [Wade Narrow](#)
Cc: [Ke Du](#)
Subject: November 10, 2021 IBC Meeting Minutes 9-10 AM
Date: Wednesday, November 10, 2021 11:02:50 AM
Attachments: [Ke Du 11-2021 - XC updated Du.doc](#)

Attendees: [Cynthia White](#); [David A Armanini](#); [Dawn Carter](#); [Gary Skuse](#); [Jennifer Harman](#); [Jennifer Liedkie](#); [Karin Wuertz-Kozak](#); [Kim Corbett](#); [Paul Craig](#); [Judy Foster](#)

-----Original Appointment-----

From: Judith Foster

Sent: Wednesday, August 25, 2021 11:40 AM

To: Judith Foster; Crista Wadsworth; Cynthia White; David A Armanini; Dawn Carter; Gary Skuse; Harman, Jennifer; Jennifer Liedkie; Karin Wuertz-Kozak; Kim Corbett; Mary-Anne Courtney; Paul Craig; Shannon LaJuett; Viet Le; Vinay Abhyankar; Wade Narrow

Cc: Ke Du

Subject: November 10, 2021 IBC Meeting Agenda 9-10 AM

When: Wednesday, November 10, 2021 9:00 AM-10:00 AM (UTC-05:00) Eastern Time (US & Canada).

Where:

Meeting URL: <https://rit.zoom.us/j/97874685015?from=addon>
Meeting ID: 978 7468 5015

Agenda:

1. Review Ke Du's updated IBC project form.

- a. We are not requiring the Safety SOP for this project because this project review started before the changes in the PI Process which includes the Safety SOP.

Comments from the committee on Ke Du's project review:

- Question H1 & H2 need to be modified, if the answer is "No" then that should be indicated by an "X."
- Apparently using Ebola RNA isolated at Texas Biomedical Research Institute (BSL 4). Ebola has a negative-sense genome so it needs an RNA-dependent RNA polymerase to read it. It is not infectious by itself.
 - RIT IBC does not need information of what is being done outside of RIT for the project other than non-infectious RNA is being provided to RIT for his research.
- Too much experimental detail.
 - Question K needs to be rewritten to be briefer and include only information that helps us assess safety issues.
- Page 13 is blank and needs to be completed.
- Gary needs to email Ke that his research at RIT cannot start until IBC has approved the project.

- IBC members send comments to Gary to be included in the email to Ke Du.
- Gary needs to meet with/talk with Ke about the IBC-our role, paperwork needed from Pls, the IBC review process, and that the EH&S webpage to provide details on the Biosafety webpage.
 - Discussed that new faculty need to get mentored about the IBC.
 - COS meets with new faculty about safety but not too much about biosafety per se.
- Ke may need IRB review of his project.

2. Any other issues/topics?

- a. RIT IBC only needs an “outsider/U of R person,” to have a quorum, when approving IBC project(s).
- b. IBC Meeting Minute Retention, need to ensure the minutes are “publicly available”
 - i. Current EH&S has 11 years of IBC meeting minute posted on the Biosafety webpages.
 - ii. The committee decided to keep 2 years of meeting minutes on the EH&S Biosafety webpage. If someone wanted to see previous meeting minutes they can email ibc@rit.edu to get them.
 1. EH&S does keep all meeting minutes on the EH&S shared drive as a backup.

Judy Foster, CIH CSP

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