

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: October 28, 2019 IBC Meeting Minutes
Date: Wednesday, October 30, 2019 9:42:00 AM
Attachments: [IBCProjectRegistrationFormv7 HTC116.doc](#)
[HTC116 SOP.docx](#)
[calfeyePrepIBCProjectRegistrationFormv8.pdf](#)
[draftProtocolForCalfEyeProcessing.docx](#)

Attendees: Dick Doolittle, Viet Le, Cindy White, Dawn Carter, Jennifer Harman, Kim Corbett, Mary-Anne Courtney, Paul Craig, Vinay Abhyankar, Jennie Liedkie, Judy Foster

From: Judith Foster <jafehs@rit.edu>
Sent: Friday, October 25, 2019 9:56 AM
To: Cynthia White <clwehs@rit.edu>; David A Armanini <daaehs@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 <rldsbi@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: Feng Cui <fxcsbi@rit.edu>
Subject: October 28, 2019 IBC Meeting Agenda

Location: CBT-3157

Time: 9 – 10 AM

Agenda:

1. Review Feng Cui's HTC116 IBC project form and SOP

- Feng needs to update his IBC form to ensure the ATCC # and the form have the same species and gender noted
- Cindy will check with Feng/Julia that all intacted cell work in done in a BSC until they are lysed.
- The lab has been previously inspected and approved so a lab inspection is not needed.
- Once changes are made, the project can be committee approved/signed off by Dick.

2. Review George Thurston's calf eye IBC project form and SOP

- Jennie helped George to complete the project form. George was offered the use of the BSC in GOS-1265 (the lab was previously inspected).
 - George must dissect the calf eyes in a BSC because there is no screening conducted for potential pathogens/diseases.
- A separate email was sent to the committee to review George's SOP for comments (sent 10/28/2019). If no comments by November 1, 2019, EH&S will assume everyone is okay with the SOP.

- Questions that were asked by the committee concerning his SOP: he needs to address potential scalpel sticks, disposal of PPE, ensuring the dissections are occurring in a BSC.
- George needs to make changes to the SOP to match BSL-2 requirements
- No lab inspection is required, GOS-1265 was previously inspected.
- George needs to update his project form, Table B.1.a to noted BSL-2 (per the committee) due to the lack of screening for potential pathogens/diseases.
- Once changes are made, the project can be committee approved/signed off by Dick.

3. EH&S – Biosafety slides added to lab safety course

- The RIT EH&S Lab Safety online course was updated to add 4-5 biosafety slides and quiz questions.
- PIs still need to take the full blown biosafety awareness course so they are informed of their requirements and provide them with knowledge needed when working with biosafety materials.

4. Status of IBC letter to deans, school heads, etc?

- Dick will email the draft letter to the committee for comments/changes. This will be sent in a separate email.

5. Any other topics?

- Viet questioned what he needs to do for next semester's Biotech lab- a new course. They will be extracting bacteria from soil. No culturing of the bacteria will be done.
 - Add parafilm to the plates so they cannot be opened. No other concerns were noted.
- Both Dawn and Mary-Anne are doing classroom work with soil and culturing/growing bacteria. This is part of the Small World Initiative
 - Determine if there is a generic SOP that can be shared/used for others that are working with soils in labs. Share with IBC to review.
 - The committee discussed an option of a simpler IBC project form for work done with soils / classroom work with biosafety materials.
- The committee would like to start tracking classroom biosafety projects this upcoming fall semester. Need to ask PIs in the summertime to get the IBC to review the project before labs commence.
- A faculty member questioned EH&S of why lab safety training is needed because "we know everything." The person was informed of why training is required and will be taking it.

Conference phone number, if needed: 475-4066 (PLEASE LET US KNOW I YOU ARE CALLING IN SO WE CAN HOOK UP THE PHONE)

Judy Foster

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