

From: [Judith Foster](#)
To: [Cynthia White](#); [David A Armanini](#); [Dawn Carter](#); [Gary Skuse](#); [Harman, Jennifer](#); [Jennifer Liedkie](#); [Kim Corbett](#); [Paul Craig](#); [Richard Doolittle](#); [Sara Knowlden](#); [Viet Le](#); [Vinay Abhyankar](#); [Wade Narrow](#)
Subject: Summer IBC Committee meetings- July 25, 2019 Meeting Minutes
Date: Thursday, July 25, 2019 1:54:00 PM
Attachments: [IBC-Rationale for purchase of MCF-12A normal breast epithelial cells.docx](#)
[IBCProjectRegistrationFormv5-revised document-1.doc](#)

Attendees: Dick Doolittle, Dave Armanini, Kim Corbett, Jennifer Harman, Jennie Liedkie, Cindy White, Judy Foster

From: Judith Foster

Sent: Wednesday, July 24, 2019 1:13 PM

To: Cynthia White <clwehs@rit.edu>; David A Armanini <daae@rit.edu>; Dawn Carter <dxcs@rit.edu>; Gary Skuse <grssbi@rit.edu>; Harman, Jennifer <Jennifer_Harman@URMC.Rochester.edu>; Jennifer Liedkie <jlsbia@rit.edu>; Kim Corbett <kacsbi@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>

Subject: Summer IBC Committee meetings- July 25, 2019 Minutes

075 CBT-3157 Conference Room (Conference Room)

11 AM-Noon

Agenda:

1. Christy Tyler's project

- Per Heather Foti's email to Christy, Heather believes Christy's project does not need IRB review. The IBC committee does not agree.
- Dick will discuss with Heather that we believe the project is not exempt and publication from the lab results is planned.

2. Review Irene Evan's revised IBC project form

- The committee reviewed the revised project form-attached. The action items needed from the IBC review:
 - Irene's form needs to be fixed so all cell lines can clearly be read and their associated biosafety level seen/noted (page 3, Table B.1.a)
 - Rat & Hamster cells are BSL-1, not BSL-2. This needs to be corrected (page 3, Table B.1.a).
 - MCF-12A cell line is not listed on the IBC project form itself
 - It needs to be added on the form
 - Irene needs to ensure the committee that she **will not** be using cholera toxin
- Dick will send out an email to Irene to have her further explain that she will be working with the MCF-12A but without the use of cholera toxin. The committee does not approve the use of cholera toxin. The IBC needs a further explanation of the "IBC-Rationale for purchase of MCF-12A normal breast epithelial cells.docx" that is attached to this email. What is the ICF? Who are the members?
 - ATCC website link to order MCF-12A: <https://www.atcc.org/products/all/CRL->

[10782.aspx](#)

The ATCC ordering page notes the following:

Complete Growth Medium:

A 1:1 mixture of Dulbecco's modified Eagle's medium and Ham's F12 medium, 20 ng/ml Human epidermal growth factor, **100 ng/ml cholera toxin**, 0.01 mg/ml bovine insulin and 500 ng/ml hydrocortisone, 95%; horse serum, 5%

3. Gary's project-SOP completed?

- Gary still needs to provide an SOP for review prior to final IBC approval. (The SOP was submitted at 12:45 PM today 7-25-19)

4. Judy Foster to cancel the August 8th IBC meeting

- Judy Foster to set up a meeting for August 1st instead

5. Dick has contacted David Bond about the IBC Chair position.

- Dick will continue to be the Acting IBC Chair but he would like to pass this on to someone different.
- This discussion will be brought up at the next meeting

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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