Illinois State University

Institutional Biosafety Committee (IBC) Meeting Minutes

Date: 6/18/2025

Location: JH 228 & Zoom

Start time: 3:11 pm **End time:** 4:33 pm

Members Present: Adam McCrary, Harmony Kiley, Tom Hammond, Kathy Spence, Wolfgang Stein, Tom Anderson

Members Absent: Amy Gilliland, Viktor Kirik

Guests Present: None

Staff Present: Jessica Lowe, Zach Miner, Ashley Katz

I. Chair Reminder- Declare Conflicts of Interest for Protocol Reviews

a. No concerns were voiced.

II. Review of 5/15/2025 IBC Meeting Minutes

a. No concerns were voiced.

Motion: TH motioned to approve, HK seconds

For: 5; **Against:** 0; **Abstain:** 1

III. Prior Business

a. NIH Requirements for Meeting Minutes and Posting for Public Availability

i. Minutes will now be posted online on the EHS ILSTU website. AM showed the committee the NIH minutes template as well as the new ISU IBC minutes template that was based off of requirements and recommendations from NIH.

b. Autoclave Quality Control, Maintenance, and Inspections

i. EHS is working with AG to start inspections of autoclaves. A template for the inspections has been created. The inspections still need to be scheduled.

IV. Protocol Review

a. IBC-2025-0000001 – Deer Mouse Island Genomics - Pirmin Nietlisbach***- New Application***

IBC Protocol #	**PI**	**Title**	**BSL**	**Risk Group**	**Building**
Protocol review is being tabled. PI has not submitted protocol back to IBC after IBC Chairs comments have been returned.					
Motion: Tables	For:	Recuse:	Against:	Abstain:	Absent:

b. **Emails sent 6/1/25 to PIs with Protocols Due for Renewal in September**

i. EHS has sent out reminder emails 90 days in advance to PIs to submit protocols in Cayuse Hazard Safety. The PIs that received the email were Gatto, Kopsell & Yang, and Stein & Harris.

V. New Business

a. Review Riley Francis CV and vote to approve as IBC Community Member

i. No concerns were voiced. AM motioned to approve Riley Francis as a secondary IBC Community Member, WS seconds.

For: 6; **Against:** 0; **Abstain:** 0

ii. Riley will receive CITI training and will be invited to the next IBC meeting.

b. NIH IBC Self-Assessment

i. The committee reviewed the IBC Self-Assessment document. All findings are mentioned within the document.
ii. After #32, recommended practices were tabled and the committee focused on the requirements for the sake of time.
iii. The committee was able to review up to #50 of the Self-Assessment document. AM is to send his copy out to the committee (or the committee can reach the document via Teams) to review and make additional comments on the remaining items. The IBC is to provide additional comments by 6/27/25 and a subcommittee will meet and review the rest of the items/finish the document.

VI. Review of Incidents

a. No research related incidents.

VII. Inspections/Ongoing Oversight

a. Biosafety Lab Inspection Reports – FSA 312, 312A, 339, and 344
    i. Reports from the inspections are out to the PIs.

VIII. IBC Training

a. No training was conducted for IBC members during the meeting.

IX. Public Comments

a. There were no public comments.

X. Open Discussion

a. No comments.

XI. Next Scheduled Meeting Date

a. Wednesday July 23rd from 3:30-4:30 JH 228 and Zoom

XII. Adjournment

a. The IBC Chair (TH) moved to adjourn the meeting at 4:33 PM.