Minutes

MCW Institutional Biosafety Committee
Institutional Biosafety Committee
4/14/2026
1:00 pm
Zoom

1 Statements of Confidentiality and Conflicts of Interest

Quorum and Meeting Access: The Chair called the meeting to order at 1:04 pm and noted that the meeting was open to the public. Quorum existed at the start of the meeting with 10 voting members present. A quorum was maintained for the entire meeting.

Confidentiality: The Chair reminded the committee that while redacted meeting minutes will be made public, the information discussed should be considered confidential to protect the identity of individuals and the competitiveness of proprietary or technical information.

Conflict of Interest: The Chair asked the committee if any members needed to declare a conflict of interest with respect to any matter on the agenda. The Chair notified committee members that if they had a conflict of interest, they must leave the room during the final discussion and voting on that IBC submission.

2 Attendees

Committee Members Present

Lewis Bowen (Campus Operations)	Biological Safety Officer
Lezi E (Cell Biology Neurobiology and Anatomy)	R/SNA Technology Expert
Benjamin Gantner (Medicine)	Chair
Anna Huppler (Pediatrics)	R/SNA Technology Expert
Eric Jensen (Research Office)	Animal Containment Expert
Tyce Kearl (Medicine)	R/SNA Technology Expert HGT Expert
Angela Mathison (Surgery)	R/SNA Technology Expert
Qizhen Shi (Pediatrics)	R/SNA Technology Expert
Laura Stephens (Non-MCW)	Non-Affiliated Member
Matthew Surdel (Medicine)	R/SNA Technology Expert

Committee Members Absent

Kenneth Allen (Research Office)	Alternate Animal Containment Expert, Non-Voting

Kunal Gupta (Neurosurgery)	R/SNA Technology Expert
Nikki Lytle (Surgery)	R/SNA Technology Expert
Sandy Montes-Gruber (Non-MCW)	Non-Affiliated Member

3 Meeting Minutes Reviewed at this Meeting

03/10/2026 (Zoom)

Motion:	Minutes Approved
Yes Votes:	10
No Votes:	0
Abstained:	0
Recused:	0
Total Votes:	10

4 New Business

1. Review Best Practices

   The Chair first thanked the Committee for their hard work and dedication. He then stated there have been issues noted regarding delayed application reviews. The Chair noted three areas of concern during review that have been extending review times.

   - Missing deadlines before meetings
   - The amount of time to complete Designated Review (DR)
   - The number of rounds of DR for application(s)

   The Chair asked that the Committee be mindful of completing reviews in a timely manner. He also asked that Committee members make sure that critiques reflect the IBC's core mission to evaluate biosafety concerns and adherence to the *NIH Guidelines*. If a minor concern is found that is not related to the IBC's core mission, that concern may not need to be sent back if there are no other biosafety or NIH adherence concerns. The Vice Chair asked if examples of concerns that may not need to be routed back could be assembled. The Chair will discuss this possibility with the Biosafety Office and bring back the information back to the IBC if possible.

2. IBC Standard: *IBC Membership & Responsibilities*

   The Chair presented the revised Institutional Biosafety Committee (IBC) Standard, *IBC Membership & Responsibilities*. The revisions to the standard removed the two-term limit for Committee members. The Chair asked if there were any questions or concerns. There being none, upon a motion duly made by an IBC member and seconded, the Committee voted to approve the revision to the standard as written.

3. IBC Standard: *Establishing Standards and Position Statements*

   The Chair presented the Institutional Biosafety Committee (IBC) Standard, *Establishing Standards and Position Statements*. The NIH Guidelines require that institutions establish and implement policies that provide for the safe conduct of research with recombinant or synthetic nucleic acid molecules and ensure compliance with the NIH Guidelines. To that end, the IBC continuously evaluates its conduct and establishes Standards or Positional Statements as necessary to document its positions and processes with respect to various aspects under its purview, in part to maintain consistency in its decisions. The purpose of this document is to describe the purpose of and process for establishing IBC Standards and IBC Position Statements. The Chair asked if there were any questions or concerns. There being none, upon a motion duly made by an IBC member and seconded, the Committee voted to approve the standard as written.

4. IBC Standard: *Addressing Noncompliance/Reportable Events*

   The Chair presented the Institutional Biosafety Committee (IBC) Standard, *Addressing Noncompliance/Reportable Events*. The role of the IBC is to review research involving

the possession and use of biological toxins, microorganisms, human or non-human primate (NHP) tissue or cells, animal tissue or cells, and any use of recombinant DNA as described in the NIH Guidelines, and to assist investigative staff in establishing practices designed to protect the safety of personnel working with those agents. Failure to follow the practices described in an approved IBC Application ("noncompliance") can place the safety of personnel at risk and the institution out of compliance with the NIH Guidelines. The purpose of this document is to provide guidance with regards to addressing noncompliance and/or reportable events and bringing them to the attention of the IBC. The Chair asked if there were any questions or concerns. There being none, upon a motion duly made by an IBC member and seconded, the Committee voted to approve the standard as written.

5. IBC Standard: *Availability of IBC Meeting Minutes and Public Comment*

   The Chair presented the Institutional Biosafety Committee (IBC) Standard, *Availability of IBC Meeting Minutes and Public Comment*. Per Section IV-B-2-a-(7) of the NIH Guidelines, "an institution shall make available to the public all Institutional Biosafety Committee meeting minutes…If public comments are made on Institutional Biosafety Committee actions, the institution shall forward both the public comments and the Institutional Biosafety Committee's response to the Office of Science Policy, National Institutes of Health." The purpose of this document is to document the process by which Institutional Biosafety Committee (IBC) Meeting Minutes will be made available to the public and public comments will be forwarded to the NIH Office of Science Policy. The Chair asked if there were any questions or concerns. There being none, upon a motion duly made by an IBC member and seconded, the Committee voted to approve the standard as written.

6. IBC Position Statement: *BRC Locations*

   The Chair presented the Institutional Biosafety Committee (IBC) Position Statement, *BRC Locations*, which states that individual room numbers should not be listed in IBC applications for areas in the Biomedical Resource Center (BRC). A member of the Biosafety Team requested a clarification to the description of the animal facility and the Committee concurred. Upon motion duly made and seconded, the Committee voted to approve the position statement with the requested clarification.

7. Continuing Education - Changes to Sections H and P of the IBC Application SmartForm

   The Research Safety Committees Manager presented updates to the Institutional Biosafety Committee (IBC) Application SmartForm that will go into effect in eBridge on April 18, 2026. The updates will affect Section H (Viral Vectors), which will add questions to clarify the risks associated with the vectors used and the mitigation strategies that will be used, and Section P (Engineering Controls and PPE), which will add questions to clarify when specific PPE will be used to perform certain procedures with a particular biological material. A Committee member asked if sample responses could be prepared to assist Principal Investigators in answering the questions added in Section H. The Biosafety Office noted that they have fact sheets for other biological agents in the IBC Application SmartForm and would look into developing something similar for this section as well.

8. Administrative Report

   The Chair asked the Committee Members if they had any comments or discussion about the Designated Reviews which were completed since the last Institutional Biosafety Committee (IBC) meeting. There being none, the work was approved to continue with no change to the approval dates recorded at the time of the Designated Review.

9. Exempt Rodent Report

   The Exempt Rodent Report was provided to the Committee members.

5 Application Reviews

IBC20260003 In vitro and in vivo studies for the treatment of Adult-Type Granulosa Cell Tumors of the ovary

Principal Investigator:	Elizabeth Hopp
Motion:	Decision Pending Changes
Yes Votes:	10
No Votes:	0
Abstained:	0
Recused:	0
Total Votes:	10
NIH Guidelines:	Section III-F-8 (C-I)
Biosafety Level(s):	BSL2

Deliberations: The Chair introduced this amendment of an Institutional Biosafety Committee (IBC) application, and the Primary Reviewer went on to describe the study. The Principal Investigator (PI) aims to discover new therapies for the treatment of Adult-type Granulosa Cell Tumors of the ovary. Human blood, peripheral blood mononuclear cells (PBMCs), tumor tissues/cell lines from patients, and tumor cell lines are used. Human tissue, cell lines, and PBMCs are administered to mice, after which mice will be treated with various therapeutic agents to test the efficacy of the agents on their ability to alter growth and viability of the target cells. Murine tissue and blood may also be collected afterward to help determine the efficacy of the agents. The Committee confirmed that all personnel listed in the application completed safety training appropriate for work with the materials described. The Primary and Secondary Reviewers confirmed the risk assessment and mitigation strategies are appropriate. The Reviewers requested that the PI include NIH Guideline III-D-4 for the administration of recombinant cell lines to animals, clarify whether cell lines have been tested for bloodborne pathogens, and confirm the route used for human tumor cells that are transported from the lab for administration to animals. The Animal Containment Expert (ACE) and Biological Safety Officer (BSO0 had no additional concerns. After brief discussion, upon a motion duly made by Primary Reviewer and seconded, the Committee voted to approve this application pending the requested changes.

IBC20240029_AME05 Mickle Lab IBC Application

Principal Investigator:	Aaron Mickle
Motion:	Approved
Yes Votes:	10
No Votes:	0
Abstained:	0
Recused:	0
Total Votes:	10
NIH Guidelines:	Section III-D-4, Section III-E
Biosafety Level(s):	BSL1, BSL2

Deliberations: The Chair introduced this amendment of an Institutional Biosafety Committee (IBC) application and the Primary Reviewer elaborated on the study. The Principal Investigator (PI) wishes to add the use of tetrodotoxin (TTX) to block nerve activity in bladder tissue samples. The Committee confirmed that all personnel listed in the application completed safety training appropriate for work with the materials described. The Primary and Secondary Reviewers stated the amendment is well-written, and the risk assessment and mitigation strategies are appropriate. They had no concerns, nor did the Biological Safety Officer (BSO). Upon a motion duly made by the Primary Reviewer and seconded, the Committee voted to approve this amendment.

5 Application Reviews

IBC20250043 Discarded Materials

Principal Investigator:	Ashraf El-Meanawy
Motion:	Decision Pending Changes
Yes Votes:	10
No Votes:	0
Abstained:	0
Recused:	0
Total Votes:	10
NIH Guidelines:	Section III-D-4, Section III-E, Section III-F-2, Section III-F-8 (C-I), Section III-F-8 (C-II)
Biosafety Level(s):	BSL1, BSL2

Deliberations: The Chair introduced this new Institutional Biosafety Committee (IBC) application, and the Primary Reviewer elaborated on the study. The Reviewer noted that this application was being brought back before the Committee after being tabled at the March 10, 2026 IBC Meeting. The Principal Investigator (PI) proposes to use discarded human kidneys and blood products for functional analysis, including perfusion experiments. The PI will also test tubular function after in vitro exposure to free light chains isolated from human urine and perform in vivo mouse studies using lipid-enveloped RNA to overexpress or silence genes. Animal products will be collected for histology, gene expression analysis, and biochemical assays. Human and mouse cell lines will be used for in vitro testing of how biologic agents or gene silencing impact downstream gene expression programs. The Committee confirmed that all personnel listed in the application completed safety training appropriate for work with the materials described. The Primary and Secondary Reviewers indicated that they are willing to accept the risk assessment and mitigation strategies as written. The Primary Reviewer noted that PI eliminated some of the materials or procedures that resulted in incomplete or confusing entries, including lentivirus work and administration of human urine derivatives to animals. The Reviewers requested several additional clarifications including that the PI confirm whether Escherichia (E.) coli will be used for plasmid expansion in lab, clarify from where and what species serum will be obtained, and provide transport routes for all materials being transported onsite. The Animal Containment Expert (ACE) and Biological Safety Officer (BSO) had no additional comments. After discussion, upon a motion duly made by the Primary Reviewer and seconded, the Committee voted to approve this application pending the requested changes.

6 Adjournment

There being no further business, the meeting was adjourned at 3:01 pm. The next regularly scheduled meeting will be held on Tuesday, May 12, 2026 at 1:00 pm in Zoom.