

INSTITUTIONAL BIOSAFETY COMMITTEE MINUTES

Members of the IBC convened at 1:04 pm on Wednesday, June 18, 2025 via Microsoft Teams.

Attending Members:

Dr. Liping Tang	Professor, Bioengineering	IBC Chair / rDNA Expert / Animal Expert
Dr. Merja Karwoski	Safety Specialist III, EH&S	Lab Safety Expert, BSO
Dr. Alison Ravenscraft	Assistant Professor, Biology	Plant Expert
Mr. Philip Oilepo	IRB Director, Methodist Health	Non-Affiliated Member / Non-Scientist
Mr. Martin Rugroden	Business Owner	Non-Affiliated Member / Non-Scientist

Absent Members:

Ms. Melissa Conklin-Pierce	Safety Specialist III, EH&S	Alternate Member to BSO / Scientist
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Guests:

Ms. Renee Franco	Research Support Specialist	Regulatory Services
Ms. Lisa Greening	Director	Regulatory Services

1. The Chair called the meeting to order with a majority of members present and read a notice regarding conflicts of interest – *Quorum 5/5*
2. **Approval of Minutes**
 - The minutes from the May 22, 2025 meeting were presented for review and discussion.
 - There were no issues or concerns with the minutes

The committee voted to approve the minutes (Total Vote = 5; For = 5, Opposed = 0, Abstained = 0)

3. **Review of New Non-Exempt Protocol Amendment - #IBC21.004: A Protocol for Synthetic Nucleic Acid Research Experiments and Managements**
 - This protocol aims to investigate the synthesis and function of specific human proteins by expressing DNA from human cells in cultured cell lines. The proteins, which play roles in gene regulation and RNA processing, will be studied through cloning, expression, and gene knockout techniques under a Biosafety Level 2 containment.
 - The Committee discussed:
 - The biosafety level and mitigation measures
 - The cell lines and site-specific training
 - Biocontainment and Storage
 - Personnel Updates

The committee voted to approve the amendment under Section III-F (Total Vote = 5; For = 5, Opposed = 0, Abstained = 0)

4. **Discussions:** NIH Implementation MEMO updates
5. **Adjourn** - The meeting adjourned at 1:15pm.