
INSTITUTIONAL BIOSAFETY COMMITTEE
MEETING MINUTES

DATE: August 21, 2025

TIME: 3:33 PM

MEETING TYPE: Both in Person and Virtual

1. MEETING ATTENDANCE

- a. Count of voting members present
 - i. Eight (8) members present.
- b. Count of voting members required for quorum
 - i. Five (5) members must be present.
- c. Voting IBC Members Present
 - i. Richard Laughlin, Ph.D. (IBC Chair)
 - ii. Randolph Creel, Ph.D. (BSO)
 - iii. Haeyoung Kim, Ph.D. (Scientist, recombinant)
 - iv. Christopher Hearon, Ph.D. (Scientist, recombinant)
 - v. Montamas Suntravat, Ph.D. (Scientist, recombinant)
 - vi. Charlie Cardenas (Local Non-Affiliated)
 - vii. Veronica Ancona, Ph.D. (Plant Expert)
 - viii. Madhura Babu Kunta, Ph.D. (Plant Expert)
- d. Non-Voting IBC Members Present
 - i. No Non-Voting IBC members were present.
- e. Office of Research and Innovation Staff Present:
 - i. Eutimio Alaniz (Recording Secretary)
 - ii. Ronika Williams (Recording Secretary)
- f. Guests Present:
 - i. No guest present at the meeting.

2. CALL TO ORDER:

- a. Meeting was called to order at 3:33 PM

3. CONFLICTS OF INTEREST:

- a. Dr. Richard Laughlin has a conflict of interest with their registration of IBC – 00000009 being on the agenda for review. Dr. Laughlin was reminded of his Conflict by members

and announced it themselves that they will be recusing themselves once their protocol was up on the agenda.

- i. At 4:02 PM Dr. Laughlin recused themselves from the meeting.
- ii. There was a still a quorum in attendance for the meeting to continue on with the review. The quorum now was at Seven (7) members present.

4. ANNOUNCEMENTS:

- a. Announcement that there is a need for more allotted time for reviewers to review protocols in Cayuse. Suggestion was made to send out protocols at least two (2) weeks prior to the meeting date. Additionally, so that protocols are not pulled from the members for review on the day of the meeting protocols should be set to pull the day after the meeting to allow them time to finalize their reviews.

5. PREVIOUS MEETING MINUTES:

- a. None at this time.

6. PROTOCOL REVIEWS

- a. Registrations NOT containing work covered by the NIH Guidelines
 - i. None.
- b. Registrations containing work covered by the NIH Guidelines

Protocol #	IBC – 00000013					
Protocol Type	Initial Review					
PI Name	Dr. Matthew Alexander					
Project Title	Production of Tetracycline from the Fermentation of Streptomyces species					
Training	Documentation is present that there has been a verification the PI and laboratory staff performing the research have been appropriately trained in the safe conduct of the research.					
Summary of Proposed Research	The purpose of this biosafety protocol is for the investigation of the fermentation of Streptomyces species for the production of tetracycline. Bacteria will be obtained from the ATCC and is a BSL 1 bacteria. Bacteria will be cultured in a defined media broth in an Erlenmeyer flask, and later in a small bioreactor. An autoclave available from the Environmental Engineering Department and located in [REDACTED] will be used for sterilizing media, glassware, and spent cultures prior to disposal. The work proposed is for research purposes for undergraduate and graduate students.					
Section(s) of NIH Guidelines	III-F					
Characteristics of Agent(s) or Material(s)	#	Agent	BSL	RG	In vivo	Recombinant
	1	<i>Streptomyces albobacillus</i>	1	1	No	No
	2	<i>Streptomyces rimosus</i>	1	1	No	No

Agent Sources	Agent #	Source		
	1	Commercial Vendor: ATCC		
	2	Commercial Vendor: ATCC		
Recombinant Modifications	Agent #	Category / Description		Source RG
	1	None		N/A
	2	None		N/A
Vectors	#	Vector	Use with Agent #	Source
	N/A	N/A	N/A	N/A
Risk Assessment, Mitigations, and Work Practices	Risk assessments, mitigation efforts and work practices have been documented in the protocol and are sufficient.			
Training and Expertise of Research Personnel	Dr. Matthew Alexander and Juan Alaniz have completed the necessary biosafety training required for this registration.			
Occupational Health	Occupational health has been documented with the Environmental, Health, Fire & Safety Office.			
Reviewer Comments	Edits are required in the Infectious Agents/Microorganisms section to capture Pathogenic type. Additionally, edits are required in the Biological Waste Disposal Plan section where a selection of liquid infectious waste needs to be checked off.			
Motion	A motion was made by Dr. Randolph Creel to approve the registration with stipulations.			
Second	A second was made by Dr. Haeyoung Kim to approve the registration with stipulations.			
Vote	For:	Eight (8)	Against:	Zero (0)
	Abstain:	None.	Recuse:	None.

Protocol #	IBC – 00000009
Protocol Type	Initial Review
PI Name	Dr. Richard Laughlin
Project Title	TEACHING Microbiology Protocols: Elementary Microbiology (BIOL 2421) and Principles of Microbiology (BIOL 2420)
Training	Documentation is present that there has been a verification the PI and laboratory staff performing the research have been appropriately trained in the safe conduct of the research.
Summary of Proposed Research	This protocol covers microbiological organisms used in two lower-level microbiology courses: Principles of Microbiology (BIOL 2420) and Elementary Microbiology (BIOL 2421). The laboratory portions of the course cover basic microbiological techniques. This includes the

	fundamental principles of the relationship of microorganisms to the life of human beings, including their morphology, growth, nutrition and study. Students will learn standard microbiological techniques, such as aseptic transfer, microorganism plating, streaking, culturing, serial dilution, and appropriate biosafety techniques.					
Section(s) of NIH Guidelines	III-F					
Characteristics of Agent(s) or Material(s)	#	Agent	BSL	RG	<i>In vivo</i>	Recombinant
	1	<i>Alcaligenes faecalis</i>	1	1	No	No
	2	<i>Bacillus cereus</i>	1	1	No	No
	3	<i>Bacillus subtilis</i>	1	1	No	No
	4	<i>Clostridium tetani</i>	1	1	No	No
	5	<i>Corynebacterium xerosis</i>	1	1	No	No
	6	<i>E. coli</i> K-12 strain and its derivatives (exempt)	1	1	No	No
	7	<i>Geobacillus stearthermophilus</i>	1	1	No	No
	8	<i>Kocuria rosea</i>	1	1	No	No
	9	<i>Lactobacillus acidophilus</i>	1	1	No	No
	10	<i>Lactococcus lactis</i>	1	1	No	No
	11	<i>Micrococcus luteus</i>	1	1	No	No
	12	<i>Neisseria sicca</i>	1	1	No	No
	13	<i>Providencia stuartii</i>	1	1	No	No
	14	<i>Pseudomonas fluorescens</i>	1	1	No	No
	15	<i>Staphylococcus species</i>	1	1	No	No
	16	<i>Streptococcus gallolyticus</i>	1	1	No	No
Agent Sources	Agent #	Source				
	1	Commercial Vendor: ATCC				
	2	Commercial Vendor: ATCC				
	3	Commercial Vendor: ATCC				
	4	Commercial Vendor: ATCC				
	5	Commercial Vendor: ATCC				
	6	Commercial Vendor: ATCC				
	7	Commercial Vendor: ATCC				
	8	Commercial Vendor: ATCC				
	9	Commercial Vendor: ATCC				
	10	Commercial Vendor: ATCC				

	11	Commercial Vendor: ATCC	
	12	Commercial Vendor: ATCC	
	13	Commercial Vendor: ATCC	
	14	Commercial Vendor: ATCC	
	15	Commercial Vendor: ATCC	
	16	Commercial Vendor: ATCC	
Recombinant Modifications	Agent #	Category / Description	Source RG
	1	None	N/A
	2	None	N/A
	3	None	N/A
	4	None	N/A
	5	None	N/A
	6	None	N/A
	7	None	N/A
	8	None	N/A
	9	None	N/A
	10	None	N/A
	11	None	N/A
	12	None	N/A
	13	None	N/A
	14	None	N/A
	15	None	N/A
	16	None	N/A
Vectors	#	Vector	Use with Agent #
	N/A	N/A	N/A
Risk Assessment, Mitigations, and Work Practices	Risk assessments, mitigation efforts and work practices have been documented in the protocol and are sufficient.		
Training and Expertise of Research Personnel	Dr. Richard Laughlin and Dr. Emelyn Salazar have completed the necessary biosafety training required for this registration.		
Occupational Health	Occupational health has been documented with the Environmental, Health, Fire & Safety Office.		
Reviewer Comments	Edits are required in the Infectious Agents/Microorganisms section to capture Pathogenic type. Additionally, edits are required in the Safety section regarding clarification on Aerosol generation.		
Motion	A motion was made by Dr. Haeyoung Kim to approve the registration with stipulations.		
Second	A second was made by Dr. Randolph Creel to approve the registration with stipulations.		

Vote	For:	Seven (7)	Against:	Zero (0)
	Abstain:	None.	Recuse:	None.

7. New Business/Additional Topics

- a. None at this time.

8. Review of Incidents

- a. None at this time.

9. Inspection/Ongoing Oversight

- a. None at this time.

10. IBC Training

- a. None at this time.

11. Public Comments

- a. None at this time.

12. Adjournment

- a. Adjourned at 4:15 PM.