



Institutional Biosafety Committee

Meeting Minutes

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Institution	Montclair State University, Montclair, NJ	
Meeting Date	July 27, 2026	
Meeting Time	11:00am-12:00pm	
Meeting Type	Virtual meeting via Zoom	
IBC Member Attendees	1. Peter Hosick, Chairperson 2. Gena Coffey, Biosafety Officer 3. Marybeth Duffy, IBC Member/Researcher 4. Sean Fitzgerald, Local nonaffiliated member (Hackensack Meridian Health) 5. Rosemary Lipala, IBC Member/Animal Expert/Lab Rep 6. Christos Suriano, IBC Member/Researcher Membership updates: • Kevin Bilyk's member appointment expired on 6/30/2026.	
IBC Members Absent	1. Kimberly Blatt, Director of Research Compliance 2. Nathan Rigel, Local nonaffiliated member (Kean University)	
Quorum	The IBC has 8 voting members, and 5 members are required to conduct business.	<i>Note late arrival/early departure of voting members and any impact on the quorum.</i>
Other Attendees	1. Carrie Laset, Compliance Coordinator	
Call to Order	The IBC Chair called the meeting to order at 11:01am.	
Conflicts of Interest	The IBC Chair reminded all members present to identify any conflicts of interest as each registration is reviewed.	<i>Committee members with a conflict of interest related to the review of a specific registration may not be involved in the review or approval of a project in which he or she has been or expects to be engaged or has a direct financial interest.</i>

Review and approval of previous meeting minutes	<u>June 29, 2026 Meeting Minutes</u> Motion: A motion was made by RL and seconded by GC to Approve the minutes as written. Vote: Approved with 4 members voting in favor, 0 against and 2 abstentions Discussion: None Changes to be made: None	
Review of Prior Business	• Dr. Suriano withdrew his IBC protocol submission, 2026_IBC_0041, that was conditionally approved at the June 2026 meeting. ◦ Dr. Suriano also withdrew his related IACUC protocol submission that had been tabled at the June 2026 IACUC meeting.	<i>Summary of any prior business, such as:</i> • <i>Actions taken on behalf of the IBC between meetings such verifying conditions have been met for approval.</i> • <i>Updates on actions taken regarding incidents or follow up on an injury, discussion of remediation/retraining efforts.</i> • <i>Details of building maintenance.</i> • <i>Activities pertaining to prior safety discussions.</i> • <i>Follow up on correspondence between IBC and NIH OSP.</i>
IBC Registration Review (New IBC Registrations/Renewals/Amendments)	1. New IBC Registration (tabled at May 2026 and June 2026 meetings): PI Name: Dr. Mitra Britton IBC Registration Number: 2026_IBC_0042 Title: Microbiome and Genomic Profiling in Auditory Conditions: A Preliminary Project Overview: This study investigates relationships between gut health and auditory conditions in an MSU student and faculty population. Phase 1 involves an online health screening survey (500–1,000 participants). Phase 2 enrolls eligible participants (approximately 300) who self-collect stool and saliva samples using Zymo Research DNA/RNA Shield Fecal Collection Kits mailed to their homes. The Zymo DNA/RNA Shield reagent chemically inactivates pathogens at the point of collection. Sealed, labeled kits are returned by mail to the PI's audiology laboratory at MSU, stored at -86 degrees C (USA Lab UCF-2-86-UL freezer), and subsequently transferred to a core facility for 16S rRNA sequencing and genomic analysis. No culturing, aerosolization, or live pathogen manipulation occurs in the laboratory. All human biospecimens are classified and handled as Other Potentially Infectious Materials (OPIM) under BSL-2 precautions. Study is funded by PI's MSU startup package and will generate preliminary data for future NIH R01 funding. Note: Dr. Britton has been instructed to submit an IRB protocol for review of the human subjects component of this research. The	<i>Project Overview content:</i> • <i>Agent name (e.g., organism, host vector system, etc.).</i> • <i>Agent characteristics of note, (e.g. virulence, pathogenicity, antibiotic susceptibility, environmental stability).</i> • <i>Sources and nature of the nucleic acid sequences (e.g., species, structural transgene, oncogene, toxin).</i> • <i>Summary host(s) and types of vector(s) if used</i> • <i>Modifications (e.g., deletions, insertions, mutations to attenuate, or render replication incompetent) and note of any supporting documentation (published or unpublished data).</i> • <i>Types of experimental manipulations that will be employed (e.g., tissue culture, animal</i>

	following submission was approved on 7/22/26: IRB-FY25-26-5239 - "Individuals Auditory Profile and its association with background health and lifestyle factors" Applicable sections of the NIH Guidelines: – Section III-D-3-a. Experiments involving the use of infectious or defective Risk Group 2 viruses (see Appendix B-II, Risk Group 2 Agents) in the presence of a helper system may be conducted at BL2. Appendix B-II. Risk Group 2 (RG2) Agents RG2 agents are associated with human disease which is rarely serious and for which preventive or therapeutic interventions are often available. Identified risks and risk mitigation measures: N/A Training: ➤ CITI training required for IBC protocol - Initial Biosafety, OSHA Bloodborne Pathogens, Shipping and Transport of Regulated Biological Materials - pending for PI and personnel ➤ CITI training required for IRB protocol - HSR Students/Faculty Biomedical - PI completed on 10/3/2025 Occupational Health requirements (if applicable): Hepatitis B vaccination - pending for PI and personnel Biosafety Level: BSL2 IBC Vote: ● Motion: A motion to Approve the Protocol Pending Changes for 5 years was made by PH and seconded by RL. ● Vote: The decision to Approve Pending Changes was unanimous with 6 members voting in favor, 0 against and 0 abstentions Conflict(s) of interest: None ● Discussion: ○ The IBC discussed the need for a contingency plan or backup individual in the case that Dr. Deshpande is not available to receive the kits in her lab and prepare them for storage in the freezer. ○ The IBC Coordinator will confirm that all CITI training has been completed before issuing an approval letter. ○ The IBC agreed that this protocol can be reviewed and approved by the Biosafety Officer/IBC Chair once the clarifications and minor revisions have been submitted. This protocol does not need to return to the full committee for review. ● Stipulations/Changes requested: ○ In the case that Dr. Deshpande is not available to receive the kits, is there a backup person or a backup plan for the receipt of the kits into her lab? Please describe. ○ For Dr. Britton's and Dr. Deshpande's personnel sections at the end of the form, please check off	work). ● <i>Proposed biosafety containment levels at which each of these</i> ● <i>operations will occur.</i> ● <i>Any other pertinent information.</i> <i>NIH Guidelines notes:</i> <i>Cite which applicable section(s) of the NIH Guidelines (Section III-A thru III-E) the research falls under. If the research is not subject to or exempt from the NIH Guidelines indicate why. Such discussion may be included in the minutes at the institution's discretion</i> <i>Training:</i> <i>Document completion of required institutional level training as well as detailed laboratory or protocol specific training.</i> ● <i>Basic Laboratory Biosafety</i> ● <i>Safe sharps handling</i> <i>Detail any additional IBC recommended training, e.g., for use of specialized equipment or higher hazard work</i> ● <i>Protocol/Agent specific biosafety training</i> ● <i>Animal handling (restraint, injections, primate safety etc.)</i> ● <i>High containment laboratory proficiency training</i> <i>Staff will be trained in laboratory safety practices, including sharps safety precautions, prior to performing injections in mice. All required trainings are complete for all lab staff listed in the registration, or IBC approval is granted pending verification by the BSO that all staff listed in the registration have received required training</i> <i>Occ Health:</i> ● <i>Vaccination requirements</i> ● <i>Respiratory protection</i> ● <i>Periodic review of any medical surveillance</i> ● <i>Post-exposure response procedures</i>
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the box, *“Will handle human or non-human primate cell lines, blood, or tissues.”*

- The following CITI training must be completed:
 - Dr. Britton needs to complete Initial Biosafety, OSHA Bloodborne Pathogens, and Shipping/Transport of Regulated Biological Materials.
 - Dr. Deshpande needs to complete OSHA Bloodborne Pathogens.
 - In the personnel sections at the bottom of the form, please add: *“Date of last blood-borne pathogen training”*
 - Please note that Hepatitis B vaccination is part of the OSHA Bloodborne Pathogen training. This can be completed through Hackensack Meridian Health. Please reach out to Gena Coffey for more information.

2. New IBC Registration (tabled at May 2026 meeting):

PI Name: Dr. Meiyin Wu

IBC Registration Number: 2026_IBC_0043

Title: Quantifying Microcystins in Water

Project Overview: The project is to assess the conditions of harmful algal blooms in New Jersey waters by quantifying microcystins in waters using LC-MS-MS. The ultimate goal of the project is to identify environmental variables/triggers of harmful algal bloom events and potential solutions to mitigate the blooms.

Applicable sections of the NIH Guidelines:
(Suggested sections for discussion are below)

– Section III-F. Exempt Experiments - Section III-F-5

Section III-F-5. Those that consist entirely of nucleic acids from a eukaryotic host including its chloroplasts, mitochondria, or plasmids (but excluding viruses) when propagated only in that host (or a closely related strain of the same species).

Identified risks and risk mitigation measures: TBD

Training:

- CITI training required for IBC protocol - Initial Biosafety - current for Meiyin Wu; pending for two personnel

Occupational Health requirements (if applicable): TBD

Biosafety Level: BSL2

IBC Vote:

- **Motion:** A motion to Table the protocol was made by PH and seconded by RL.
- **Vote:** The decision to Table was unanimous with 6 members voting in favor, 0 against and 0 abstentions

Conflict(s) of interest: None

- **Discussion:**

- This protocol submission requires minor revisions to secure approval; however, the IBC discussed the need for the PI to provide clarification on the use of the saxitoxin present in the laboratory. As saxitoxin is listed as a select agent, the IBC requires an inventory of all saxitoxin on hand in order to keep track of the quantity. The IBC has withheld approval of this protocol until the PI has provided this information.

- **Stipulations/Changes requested:**

- The following CITI training must be completed:
 - Dr. Hsu and Michael Rose need to complete Initial Biosafety.
- **Note:** Protocol approval is contingent upon submission of an inventory of the saxitoxin. Please also clarify what the toxin is being used for and if it is being used for work under this protocol.

3. New IBC Registration:

PI Name: Dr. Nina Goodey

IBC Registration Number: 2026_IBC_0046

Title: Screening of candidate compounds against *Brugia malayi* nematodes

Project Overview: This project evaluates potential drug compounds against *Brugia malayi*, a parasitic worm that causes lymphatic filariasis. Compounds that previously showed potency and selectivity in laboratory studies will be tested in an in vivo assay by measuring worm motility after incubation with media and the inhibitors. The goal is to identify promising compounds that could lead to safer and more effective treatments for parasitic infections.

Applicable sections of the NIH Guidelines:

– Section III-F. Exempt Experiments - Section III-F-8

Section III-F-8. Those that do not present a significant risk to health or the environment (see Section IVC-1-b-(1)-(c), Major Actions), as determined by the NIH Director following appropriate notice and opportunity for public comment. See Appendix C, Exemptions under Section III-F-8 for other classes of experiments which are exempt from the NIH Guidelines.

– Appendix B: “Non-infectious life cycle stages of parasites are excluded.”

Identified risks and risk mitigation measures: Biosafety cabinet; PPE

Training:

- CITI training required for IBC protocol - Pending for PI; current for all personnel

Occupational Health requirements (if applicable): N/A

Biosafety Level: BSL2

IBC Vote:

- **Motion:** A motion to Approve the Protocol Pending Changes for 5 years was made by PH and seconded by RL.
- **Vote:** The decision to Approve Pending Changes was unanimous with 6 members voting in favor, 0 against and 0 abstentions
Conflict(s) of interest: None
- **Discussion:**
 - The IBC agreed that this protocol can be approved pending minor administrative changes to be reviewed by the IBC office. This protocol does not need to return to the full committee for review.
- **Stipulations/Changes requested:**
 - At the bottom of page 24, please check "Yes" to *"Will the PI be performing experiments included in this protocol?"*
 - Dr. Goodey must complete Initial Biosafety training in CITI.
 - In the personnel sections at the end of the form, please enter *"Date of last lab safety training"*. Please also remove "pending" from the *"Date of last blood-borne pathogen training"* box because that course is not required.

4. Modification to an existing IBC Registration:

PI Name: Change in PI from Dr. Meiyin Wu to Dr. Yang Deng

IBC Registration Number: 2021_IBC_0018

Title: Analyzing Total Microcystins in Ambient Waters

Project Overview: The project goal is to assess conditions of harmful algal blooms (HABs) in New Jersey by analyzing total microcystins in rivers, streams, lakes and reservoirs.

Applicable sections of the NIH Guidelines:

(Suggested sections for discussion are below)

– Section III-F. Exempt Experiments - Section III-F-5

Section III-F-5. Those that consist entirely of nucleic acids from a eukaryotic host including its chloroplasts, mitochondria, or plasmids (but excluding viruses) when propagated only in that host (or a closely related strain of the same species).

Identified risks and risk mitigation measures: TBD

Training:

- CITI training required for IBC protocol - Initial Biosafety - current for all personnel

Occupational Health requirements (if applicable): TBD

	Biosafety Level: BSL2 IBC Vote: • Motion: A motion to Table the protocol was made by PH and seconded by RL. • Vote: The decision to Table was unanimous with 6 members voting in favor, 0 against and 0 abstentions. Conflict(s) of interest: None • Discussion: ○ This protocol submission requires minor revisions; however, the IBC discussed the need for the PI to provide clarification on the use of the saxitoxin present in the laboratory. As saxitoxin is listed as a select agent, the IBC requires an inventory of all saxitoxin on hand in order to keep track of the quantity. The IBC has withheld approval of this protocol until the PI has provided this information. ○ This IBC registration expires in December of this year. The IBC discussed suggesting to the new PI that the requested changes be made into the new form, rather than updating the old form now and having to submit the new form in four months. • Stipulations/Changes requested: ○ Please check off "Pathogenic Microorganisms" on page 3 and complete the questions that populate. ○ On page 7, please update the PI to Yang Deng. ○ On page 5, Lab 421J is listed as the location for the spill kit. Please make sure that a spill kit is present in Lab 105A and update this section to say 105A. ○ Please update the literature search, as it was last completed in 2021. ○ In the personnel sections at the bottom of the form, please enter in the "Date of last lab safety training" for each individual. ○ Suggestion from the IBC: This IBC registration expires on 12/12/26. Rather than making these revisions into the outdated form, the IBC suggests completing the renewal now, with all of the requested information, into the new template available on the IBC website. This would avoid having to revisit this protocol again in four months. ○ Note: Protocol approval is contingent upon submission of an inventory of the saxitoxin. Please also clarify what the toxin is being used for and if it is being used for work under this protocol.	
Inspections/ Ongoing Oversight	The following labs have been inspected and approved for use upon protocol approval:: – Goodey lab – Wu lab	<i>Results of Inspections for the labs granted approval conditional upon passing the inspection and correction of all deficiencies discussed at a prior meeting</i> <i>Section IV-B-2-b-(5) of the NIH</i>

	– Dr. Britton confirmed Dr. Deshpande's lab as the receiving location. The Biosafety Officer/EH&S has inspected and approved the freezer and designated lab space as acceptable for the processing and storage of the kits.	<i>Guidelines requires IBCs to periodically review to ensure compliance with the NIH Guidelines.</i>
Review of Incidents	None to report	<i>The NIH Guidelines require that significant incidents, violations and research-related accidents and illnesses be reported to NIH OSP. For information regarding incident reporting requirements please refer to the Incident Reporting FAQs.</i>
New Business/ Additional Topics	New business: • The Biosafety Officer informed the committee that the Bioraft software now has the capability to integrate with CITI; this will help facilitate the tracking of personnel training. • The IBC office is working on updates to the IBC protocol template, including changes to the Study Details section and Personnel appendices. • The Biosafety Officer and the Office of Research Compliance have been working on revisions to the Policy on Occupational Health and Animal Research; when finalized, it will be reviewed by the IACUC and presented to the IBC. (pending) • The Chair, the Biosafety Officer and the Office of Research Compliance are discussing the plan for updates to the Biosafety Manual (pending)	<i>Note any new or additional topics discussed by the IBC.</i> <i>Institutional Policy Review/ Updates -Document IBC vote as above as applicable</i> <i>Section IV-B-2-b-(6) of the NIH Guidelines requires IBCs to adopt emergency plans covering personnel contamination, research-related illness, accidental spills, and loss of containment. The IBC should approve new or amended policies by formal vote.</i>
IBC Training	There was no training scheduled for this meeting.	<i>Note any training conducted for the IBC members during meeting.</i>
Public Comments	There were no public comments.	
Adjournment	Upcoming IBC meeting dates: • August meeting will be scheduled for 8/31/26 and will be held as needed. • Calendar invites have been sent for meetings scheduled for the 2026-27 academic year. The Chair adjourned the meeting at 12:17pm.	

Minutes submitted by: Carrie Laset, IBC Coordinator

Minutes approved by: Peter Hosick, IBC Chair and Kim Blatt, Director of Research Compliance