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Institutional Biosafety Committee

CONTACT INFORMATION

For the person completing this report.

Name

JoAnne Dupre

Email

biosafe@nmsu.edu

INFORMATION ABOUT THE BOARD

Official Name of the Board

Institutional Biosafety Committee

Board Website (if applicable)

nmsu.edu

Effective date of establishment

04/2002

Authorized by

BOR Policy

Board Reports To (if applicable)

Vice President for Research

Type of Board

Standing

Scope of Impact

System

Purpose

The Institutional Biosafety Committee (IBC) oversees the use of biohazardous agents and/or recombinant nucleic acid molecules by university faculty and staff, or at university facilities, to ensure that such activities meet standards of good practice consistent with safety of personnel, the general public, and the environment in ways that best facilitate relevant research or teaching.

Authority

Advisory to the Vice President for Research, as described by NMSU ARP 5.94.30 Research Oversight and Risk Management, to guide principal investigators, the biosafety officer, the office of Research Compliance, and Environmental Health & Safety in the administration of the university's Biosafety Program with regard to the acquisition, use, transfer, storage, disinfection, disposal of agents, and emergency response procedures for all biosafety activities. The IBC is vested with the authority to comprehensively review, and approve research applications with or without modifications, or withhold approval of all or any part of an application with regard to biological aspects of the research or activity. The IBC holds the authority to suspend any project in which serious or continuing violations have been reported, to notify and coordinate with the affected investigator to rectify the situation, and to notify the VP Research and the Office of Compliance to coordinate appropriate federal agency reporting requirements.

MEMBERSHIP

Chair for 2016-17 Academic Year

Name

John Kemp

Email

jkemp@nmsu.edu

Co-Chair for 2016-17 Academic Year

Co-chair Name

Kathryn Hanley

Co-chair Emailkhanley@nmsu.edu

Chair for 2017-18 Academic Year

Name

John Kemp

Emailjkemp@nmsu.edu

Co-Chair for 2017-18 Academic Year

Co-chair Name

Kathryn Hanley

Co-chair Emailkhanley@nmsu.edu

Additional Membership Details

What university function/office is responsible for appointments?

Vice President for Research

Members are appointed by

Combination

Position appointment description

The composition of the IBC includes at least eight individuals (faculty, exempt staff, and non-exempt staff) who are appointed by the Vice President for Research from departments and administrative units with expertise and/or job duties in recombinant nucleic acid technology, molecular biology, biological safety, public health, virology, microbiology, animal science, containment principles for plant pathogens or plant pests, laboratory technology, or facilities management. The biosafety manager is a position appointment. In accordance with the NIH Guidelines Section IV-B-2, the IBC also includes two community members that are not affiliated with the institution except for their membership on the IBC, to represent

the interests of the surrounding community with respect to health and protection of the environment. Non-voting members are invited to participate on an ad-hoc basis when additional expertise is required, and may include expert consultants external to the university and/or university personnel from departments such as Environmental Health & Safety, Campus Health Center, research administration, university General Counsel, and Facilities and Services.

Is membership representative?

No

What are the terms of appointment?

Members are appointed for a twelve-month term, effective beginning on the date of written acceptance of the appointment offer.

Are terms staggered?

Yes

Are members subject to reappointment?

Yes

Please explain the conditions under which members are subject to reappointment.

Reappointment is based on the member's preference to continue service, the recommendations from the IBC Chair and the Associate Vice President for Research Integrity, and the needs of the committee for expertise in specialty areas of research.

What is the process for filling vacant positions?

The IBC Chair receives recommendations from voting members for candidates from faculty, staff, and non-affiliated community members who have knowledge and expertise in biological research, safety, and regulatory compliance. Nominations and self-nominations from the university community are encouraged. Upon committee concurrence, the Chair evaluates potential member's interest in serving, and recommendations are submitted to the Vice President for Research. Appointees are required to submit a biosketch, resume, or curriculum vitae which will be submitted to the NIH-IBC Registration Management System.

What is the process for selecting a chair?

The IBC Chair is a continuous appointment by the Vice President for Research, with an annual confirmation from the committee to the Vice President for Research.

List board members for the 2016-17 academic year:

For each member, provide name, title and college/department affiliation under the appropriate heading below (i.e. voting member OR ex-officio/non-voting member).

Voting Members

Voting Member 1 Name

John Kemp

Title

Professor Emeritus

Department

Entomology, Plant Pathology, and Weed Science

Voting Member 2 Name

Katrina Doolittle

Title

Executive Director

Department

Environmental Health and Safety

Voting Member 3 Name

JoAnne Dupre

Title

Biosafety Manager

Department

Research Compliance

Voting Member 4 Name

Willis Fedio

Title

Associate Professor

Department

Biosecurity and Food Safety Center

Voting Member 5 Name

Kathryn Hanley

Title

Professor

Department

Biology

Voting Member 6 Name

Champa Gopalan

Title

Professor, Distinguished

Department

Plant and Environmental Sciences

Voting Member 7 Name

Rolston St. Hilaire

Title

Academic Department Head

Department

Plant and Environmental Sciences

Voting Member 8 Name

Amanda Luna

Title

Manager, Lab Research

Department

Biology

Voting Member 9 Name

Andrew Randall

Title

NMDA State Chemist

Department

New Mexico Department of Agriculture State Chemist Laboratory

Voting Member 10 Name

Paul Jackson

Title

Scientist

Department

Stanford University affiliate

Voting Member 11 Name

John Byrd

Title

Community Member

Department

Southwest Biolabs, Inc.

Voting Member 12 Name

Robert Patterson

Title

Community Member

Department

Covenant Clinic

Ex-officio/Non-Voting Members

Ex-officio/Non-Voting Member 1 Name

Luis Vazquez

Title

Associate VP for Research Integrity

Department

VP for Research

MEETINGS & ADMINISTRATIVE SUPPORT

What university office/function provides administrative support to this board?

Research Compliance/Biosafety Manager

What are the requirements for the number of meetings to be held annually?

Not specified; typically, the IBC meets once each semester and as needed for review of applications and other business that must be conducted at a convened meeting.

Was the requirement for the number of meetings met?

Yes

List of Meeting Dates

10/25/2016, 3/15/2017, Fall 2017 TBA, Spr 2018 TBA

Major Accomplishments

Reviewed and approved 14 protocols (1 new and 13 continuing); reviewed reports of lab surveys, autoclave records, biosafety cabinet certifications, management procedures for core laboratories and shared equipment. Committee training on review of research according to NIH Guidelines Section III-D and III-E, and risk assessment for research using viral vectors.

The IBC annual registration and membership report was accepted by the NIH Office of Science Policy on 01/30/2017. The next report is due on 1/30/2018.

IBC self-evaluation is conducted annually, using the NIH Institutional Biosafety Committee Self-Assessment Tool, March 2014 (<http://osp.od.nih.gov/office-biotechnology-activities/biosafety/institutional-biosafety-committees>). Since the last program assessment on 6/6/2016, no changes have occurred in IBC administrative procedures. The self-assessment tool lists requirements and recommendations for IBC membership, meetings and minutes, protocol review and risk assessment, policies and procedures, training, surveillance, emergency planning and response, physical containment of laboratories and large scale research, and experiments that must be reviewed by the IBC, IRB, and/or the NIH.

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