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# Institutional Biosafety Committee

## CONTACT INFORMATION

For the person completing this report.

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## INFORMATION ABOUT THE BOARD

Official Name of the Board Institutional Biosafety Committee

Effective date of establishment 04/2002

**Authorized by** Administrative Rules and Procedures (ARP)

**Board Reports To (if applicable)** Vice President for Research

**Scope of Impact** System

**Type of Board** Standing

**Purpose** The IBC serves as a review and approval board for the use of infectious organisms and agents, biological toxins, and recombinant or synthetic nucleic acid molecules, as a condition of Federal funding and to promote best practices for safety, public health, and environmental protection during research activities.

**Authority** Advisory to the Vice President for Research, and decision-making for approval of activities using hazardous biological agents in accordance with the NIH Guidelines for Research involving Recombinant or Synthetic Nucleic Acid Molecules. The IBC is responsible for reporting any significant problems or violations of the NIH Guidelines and any significant research-related accidents or illnesses to the appropriate institutional officials and to the National Institutes of Health (NIH) Office of Science Policy.

## MEMBERSHIP

**What is the process for selecting a chair?** The Vice President for Research selects the IBC Chair.

## Chair for 2018-19 Academic Year

Name	John Kemp
Email	<a href="mailto:jkemp@nmsu.edu">jkemp@nmsu.edu</a>

## Co-Chair for 2018-19 Academic Year

Co-chair Name	Kathryn Hanley
Co-chair Email	<a href="mailto:khanley@nmsu.edu">khanley@nmsu.edu</a>

## Additional Membership Details

Members are appointed by	Combination
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## Position appointment description

Members are appointed by the Vice President for Research to include at least five members, with two community members that are not affiliated with the university as described in the NIH Guidelines Section IV-B-2. The biosafety officer is a position appointment. Collectively, the IBC has capability to assess the safety of recombinant or synthetic nucleic acid molecule research activities that are conducted by the university and to identify any potential risk to public health or the environment.

## 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, recommendations from the IBC Chair, and the needs of the committee for expertise in specialty areas of research.

## What is the process for filling vacant positions?

Voting members provide recommendations to the Chair for new members from faculty, professional staff, and non-affiliated community members. Nominations and self-nominations from the university community are encouraged. Recommendations are submitted to the VPR for selection. Appointees must submit a biosketch or curriculum vitae (CV) for annual reporting to the NIH-IBC Registration Management System.

## Member List

Name	Title	Member Type
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Name	Title	Member Type
John Kemp	IBC Chair	Voting Member
Kathryn Hanley	Professor, Biology	Voting Member
Katrina Doolittle	Exec Dir, Env Health/Safety and Risk Management	Voting Member
JoAnne Dupre	Manager, Biosafety/Export Control	Voting Member
Willis Fedio	Assc Professor, Extension Home Ec Program Unit	Voting Member
Champa Sengupta Gopalan	Professor, Distinguished, Plant and Env Sciences	Voting Member
Rolston St. Hilaire	Acad Dept Head, Plant and Env Sciences	Voting Member
Paul Jackson	Scientist, LANL, Ret.	Voting Member

Name	Title	Member Type
John Byrd	Community Member, Southwest Biolabs	Voting Member
Robert Patterson	Community Member, Covenant Clinics	Voting Member

## MEETINGS & ADMINISTRATIVE SUPPORT

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

Research Administration / Biosafety Manager

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

No specified number; typically, the IBC meets once each semester and as needed for review of applications and official business that must be conducted at a convened meeting.

Was the requirement for the number of meetings met?

Yes

## List of Meeting Dates

March 11, 2019

1. Spring 2019 update of 38 approved projects: 6 with personnel changes, 1 lab relocation, 2 continuations, 2 ended, remainder with no changes.
2. 2018 Activity Modifications: 5 with personnel changes, 3 continuations, 2 added organisms/same risk category, 3 ended, 5 no changes.
3. Reviewed reports of laboratory assessments, autoclave sterilization records, and results of annual testing of biosafety cabinets (by ProTech Services in Sept 2018 and March 2019).
4. The IBC annual registration and membership report was accepted by the NIH Office of Science Policy on February 26, 2019. The next report is due February 26, 2020.
5. IBC self-evaluation conducted March 8, 2019. The "NIH Institutional Biosafety Committee Self-Assessment Tool" is accessed from the NIH Office of Science Policy website, and lists requirements and recommendations for IBC membership, meetings, protocol review, risk assessment, training, emergency planning, physical containment of laboratories and large scale research, and experiments that must be reviewed by the IBC, IRB, and/or the NIH. No substantial changes have occurred in the program since the last review in Sept 2017.
6. In May 2018, we distributed information to research faculty about the "U.S. National Inventory for Poliovirus Containment". Investigators were requested to complete the survey from the CDC if their laboratories handle or store biological samples from humans, experimentally infected animals, sewage, or environmental waters from specific geographic locations. No laboratories at NMSU are identified with samples that are potentially infectious for poliovirus.

## Major Accomplishments

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