

**University of North Florida
Institutional Biosafety Committee Meeting**

**April 1, 2010
1:00pm
ORSP Conference Room
Building 3, Room 2502**

Minutes

- I. Welcome and opening remarks
 - Meeting moved from 3/26 due to member availability
- II. Review and approval of minutes from previous IBC meeting (11/20/2009)
 - Minutes unanimously approved without adjustment.
- III. Discussion and review of practice protocol (not formal submission) IBC#10-000 *Regulation of papillomavirus DNA amplification in differentiating keratinocytes* submitted by Dr. Michael Lentz.
 - a) Background:
 - This form was submitted for training purposes and is not an official submission.
 - Designated exempt biosafety level 1 – project would not have been elevated to the full board
 - b) IBC Discussion:
 - Discussed facilities: biosafety cabinet more secure than bench
 - PI should list ATC number if applicable
 - Because organism is not a risk 2 organism, A-2 form may not be necessary
 - No vote taken on project because it was a training protocol
- IV. Discussion of IBC Procedures
 - Exempt approvals are valid for up to three years
 - IBC protocols should be submitted to the Office of Research and Sponsored Programs
 - Teaching labs must also go through IBC – all campus research must meet NIH standards regardless of funding
 - IBC forms and letters need to be updated
 - Robin Rutledge unofficial Co-chair of IBC