

The meeting was called to order by Dr. Vaughn at 9:33am and adjourned at 10:01am. A quorum (n=5) was present for the entirety of the meeting. Yarimar Torres Rosado was the assigned note-taker.

In accordance with institutional policy and NIH Guidelines, this IBC meeting was not open to the public to protect proprietary information and ensure confidentiality of sensitive research data.

Per the NIH Guidelines, only information related to recombinant or synthetic nucleic acid research is required to be publicly disclosed in the IBC minutes. Discussions involving research that falls outside the scope of the NIH Guidelines, internal updates, and sensitive or administrative matters may be redacted.

Members Present:

Name	Role	Affiliation
James Vaughn	Chair	UNE Faculty
Jamie Vaughn	Ex-Officio	UNE Director of Animal Care
Bob Kennedy	Ex-Officio	UNE Director of Research Integrity
Derek Molliver	Scientist	UNE Faculty
George Allen	Vice-Chair	UNE Faculty

Members Absent:

Name	Role	Affiliation
Richard Niles	Scientist	Unaffiliated Member
Ronnie Souza	Ex-Officio	UNE Biological Safety Officer
Igor Prudovsky	Scientist	Unaffiliated Member
Diana Goode	Scientist	UNE Faculty

Guests Present:

Name	Title	Affiliation
Elizabeth Day	EH&S Staff	UNE staff
Josh Mangin	RCR Training Manager	UNE Staff
Yarimar Torres Rosado	IBC Compliance Coordinator	UNE Staff

Discussion Items:

1. Review of Previous Meeting Minutes

Date of Previous Meeting:	November 12 th , 2025
Motion:	Approved

For:	5	Against:	0	Abstain:	0	Recuse:	0	Absent:	4
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2. Full Committee Review

Project Overview:		
Submission Type:	New Project	
IBC Protocol #:	102425-009	
Protocol Title:	Establishing Neuronal Cell Culture models to investigate the Tollip-TLR pathway in HIV neuropathy	
Principal Investigator:	Ling Cao	
UNE Campus:	Biddeford	
Category of Research:	Recombinant/Synthetic DNA; Animal cells/cell lines	
NIH Guideline Section:	Section III-D-1, Section III-E-1	
Risk Group:	Risk Group 1 & 2	
Proposed Biosafety Level:	BSL-1 & BSL-2	
Proposed Animal Biosafety Level:	Absl-1 & ABSL-2	
IBC Member Conflict of Interest:	None	
IBC Discussion Summary:		
General Review Items	Verified	Remarks
PI has the appropriate expertise and training in biosafety	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	The PI has 20+ years of experience working with BSL2 level pathogens in both in vivo and in vitro experiments, cells, and human blood samples.
Laboratory staff have the appropriate expertise and training in biosafety	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	All personnel up to date on CITI training. The grad student conducting work on this protocol does not have extensive experience working with BSL-2 level agents. However, they had mandatory training required to become a teacher's assistant for a cell culture lab course, including previously taking the course. They also received cell culture training from [REDACTED].
Facilities are appropriate for the proposed research	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	[REDACTED] dedicated space appropriate for work.
Procedures and practices are appropriate for the proposed research	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Missing spill procedures.
Containment conditions are appropriate	<input checked="" type="checkbox"/> BSL-1 <input checked="" type="checkbox"/> BSL-2	Containment conditions appropriate for BSL-1 (Neuro-2a and siRNA) and BSL-2 work (CATH cells – SV40 T).
r/sNA Review Items	Remarks	
Agent characteristics (e.g., virulence, pathogenicity, environmental stability)	<p>siRNA and plasmid will be used to generate cells with either Tollip (or other pathway relevant genes) knocked-down or overexpressed (most likely to be temporary changes).</p> <p>No known virulence or pathogenic properties. Not associated with diseases in animals, humans, or plants.</p> <p>The reagents (siRNA and plasmid) are at BSL-1 per commercial vendors. Since they will be worked with BSL-2 cells, so all procedures will be done at BSL-2 level.</p>	

Type of manipulations planned	Plasmid, and siRNA will be ordered through reputable commercial vendors. They will be used in house to generate Tollip (or other relevant genes) knock-down and overexpressed cells. No plans to propagate any viruses in house. No new viruses will be generated in-house during the process of temporarily genetically modifying cells.
Source(s) of the nucleic sequences (e.g., species)	The backbone sequences are from selected vendors, which ensure no active viruses will be generated after introduced into cells.
Nature of the nucleic acid sequences (e.g., structural gene, oncogene)	Structural gene, regulatory element, antibiotic resistance. Antibiotic resistance sequence may be used for targeted selection of generated cells.
Host(s) and vector(s) to be used	No viruses will be generated in house. No propagation will occur with obtained viruses. Target cells for gene expression/modification will be mouse cells.
Whether an attempt will be made to obtain expression of a transgene, and if so, the function of the protein that will be produced	Yes, sourced from mouse. Primarily Tollip, an inhibitor of toll-like receptor MyD88-dependent pathway, which may result in changes in inflammation and cytokine production, thus affecting cellular functions. If other genes in the related pathways are manipulated, changes in inflammation may also be expected. The protein products will not be oncogenic or cytotoxic. They are a signaling molecule and may affect inflammation. Purpose is to be to determine Tollip-regulated neuronal responses upon Tat stimulation.

Infectious Agent Review Items	Remarks
Agent characteristics (e.g., virulence, pathogenicity, environmental stability)	N/A
Type of manipulations planned	N/A
Host(s) to be used	N/A

IBC Determination:

Motion:

- Approved as submitted
- Modifications Required (prescriptive/directive modifications are required to secure approval)
- Deferred (substantive information/clarifications requested)
- Tabled (postponed for future consideration)
- Disapproved

The committee members voted to require modifications to secure approval. An email will be sent to the PI requesting these modifications. Once the PI re-submits, revisions will go to the IBC sub-committee for initial

review. Based on the responses received from the PI, the sub-committee will determine if the protocol can be approved or if it needs to go to the full board again for review.

Vote Count:

For:	5	Against:	0	Abstain:	0	Recuse:	0	Absent:	4
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Modifications Required *or* Information/Clarifications Requested:

1. Please indicate the precise location the work will be conducted. Currently the protocol only lists [REDACTED] 1st floor and not a specific room. IBC needs to know the specific room to ensure the space is properly equipped for the proposed work and, if this is a shared space, that the work is appropriate to conduct with the existing agents in use (section VIII, question 1).
2. Indicate spill response plan and which bodies will be notified in the event of a spill (section V, question 6).
3. Please include eye protection as PPE while handling BSL2 agents (section VIII, question 2).
4. Please indicate that the graduate student has been trained in BSL2 handling techniques if they are handling BSL2 agents. If not handling these agents, that can be listed as such. If training is planned, please indicate what type of BSL-2 training they will receive (section II, question G).
5. As part of the procedures, please include where the materials will be stored vs where the actual work will happen.

3. Other Discussion Items

- One committee member identified a minor typo in the IBC application.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]