

Institutional Biosafety Committee Meeting Minutes

IBC Meeting Date: September 24th, 2025

Location: Zoom

The meeting was called to order by Dr. James Vaughn at 9:03am and adjourned at 10am. 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
Bob Kennedy	Ex-officio	UNE Director of Research Integrity
Ronnie Souza	Ex-officio	UNE Biological Safety Officer
Igor Prudovsky	Scientist	Unaffiliated Member
Jamie Vaughn	Ex-officio	UNE Director of Animal Care
Diana Goode	Scientist	UNE Faculty

Members Absent:

Name	Role	Affiliation
Richard Niles	Scientist	Unaffiliated Member
Derek Molliver	Scientist	UNE Faculty
George Allen	Vice-Chair	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:	8/27/2025								
Motion:	Approved								
For:	5	Against:	0	Abstain:	1	Recuse:	0	Absent:	3

2. Announcements

None.

3. Biosafety Officer Report

Working with the Institutional Official and the Director of Animal Care on budgets and who is responsible for paying for certain repairs/updates of equipment (cabinets, filters, calibrations, etc). The director of EH&S is meeting with them soon to discuss.

4. Full Committee Review

a. Submission #1

Project Overview:	
Submission Type:	Amendment
IBC Protocol #:	042825-005
Protocol Title:	Invitro analytic core (IVAC) BSL2 cell line maintenance and basic procedures
Principal Investigator:	Ling Cao
UNE Campus:	Biddeford
Category of Research:	R/S DNA, Infectious agents, Human Derived Cell lines
NIH Guideline Section:	Section III-D-3
Risk Group:	1 & 2
Proposed Biosafety Level:	BSL-1 & BSL-2
Proposed Animal Biosafety Level:	N/A
IBC Member Conflict of Interest:	None

IBC Determination:									
Motion:									
<input type="checkbox"/> Approved as submitted									
<input type="checkbox"/> Modifications Required (prescriptive/directive modifications are required to secure approval)									
<input type="checkbox"/> Deferred (substantive information/clarifications requested)									
<input checked="" type="checkbox"/> Tabled (postponed for future consideration)									
<input type="checkbox"/> Disapproved									
The committee motioned to table the protocol review due to the subject matter expert not being present at the meeting.									
Vote Count:									
For:	6	Against:	0	Abstain:	0	Recuse:	0	Absent:	3
Modifications Required or Information/Clarifications Requested:									
N/A – The review was tabled as noted above.									

b. Submission #2

Project Overview:	
Submission Type:	New Project – Response to Deferral
IBC Protocol #:	072425-008
Protocol Title:	How does age-specific resistance evolve?

Principal Investigator:	Sam Slowinski, Ph.D.
UNE Campus:	Biddeford Campus
Category of Research:	Using non-recombinant infectious agents
NIH Guideline Section:	N/A
Risk Group:	Risk Group 1 & 2
Proposed Biosafety Level:	BSL-1 & BSL-2
Proposed Animal Biosafety Level:	N/A
IBC Member Conflict of Interest:	N/A

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	[REDACTED]
Laboratory staff have the appropriate expertise and training in biosafety	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	[REDACTED]
Facilities are appropriate for the proposed research	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	[REDACTED]
Procedures and practices are appropriate for the proposed research	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	[REDACTED]
Containment conditions are appropriate	<input checked="" type="checkbox"/> BSL-1 <input checked="" type="checkbox"/> BSL-2	[REDACTED]

r/sNA Review Items	Remarks
Agent characteristics (e.g., virulence, pathogenicity, environmental stability)	N/A
Type of manipulations planned	N/A
Source(s) of the nucleic sequences (e.g., species)	N/A

Nature of the nucleic acid sequences (e.g., structural gene, oncogene)	N/A
Host(s) and vector(s) to be used	N/A
Whether an attempt will be made to obtain expression of a transgene, and if so, the function of the protein that will be produced	N/A

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

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 member 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:	6	Against:	0	Abstain:	0	Recuse:	0	Absent:	3
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Modifications Required or Information/Clarifications Requested:

Modifications requested:

[REDACTED]

[REDACTED]

5. Other Discussion Items

- Summary on NIH 's new initiative to modernize and strengthen biosafety oversight (JM)
Fist engagement opportunity for this with NIH and its partners on September 30th, 2025 at 2pm ET. Details and registration here: <http://bit.ly/3laB6gn>