

INSTITUTIONAL BIOSAFETY COMMITTEE REVIEW

MEETING MINUTES

Meeting Date: Friday, June 5, 2026
Time: 12:00 pm Eastern Time
Location: Zoom Teleconference
Institution: John Carroll University, University Heights, OH
Principal Investigator: Megan Macnaughtan, PhD
Project: John Carroll University, JCU-001
Meeting Type: Continuing Review of Project and Site
Title: Recombinant Expression in E. Coli

1. Call to order:

The Meeting was called to order at 12:00 pm Eastern Time.

2. Introductions and orientation:

Introductions were made and the Chair oriented members to the meeting procedures.

3. Declaration of quorum:

Four voting members were present, including two local members unaffiliated with the institution. Also present were two Institutional Representatives and IBC Services staff. The Chair declared that a quorum was present.

4. Conflict of Interest:

The Chair requested that voting members report any conflict of interest regarding this meeting. No conflicts of interest were reported.

5. Public posting:

An Institutional Representative confirmed that notice of the meeting was publicly posted.

6. Approval of previous meeting minutes:

Minutes Approved - YES: 4 NO: 0 ABSTAIN: 0

7. Review of proposed research:

The Chair provided an overview of the project.

The Chair provided an overview of changes since the last review.

8. Determination for biosafety level and period of IBC oversight:

The Committee previously determined that **BSL-1 containment facilities and practices** are required for the research. The Committee reaffirmed this determination.

The Committee previously determined that **IBC oversight will continue as long as the research is active** at the institution. The Committee reaffirmed this determination.

9. Vote on project:

The Committee voted for following determination on the Project:

X	APPROVED
	CONDITIONALLY APPROVED
	TABLED
	DISAPPROVED

DETERMINATION VOTE - YES: 4 NO: 0 ABSTAIN: 0

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10. Review of proposed facilities and practices

The Chair provided an overview of the arrangement for the facilities and practices.

Points of Discussion:

1. The Principal Investigator stated that laboratory room W119 will be used for the research going forward, and confirmed that all answers on the existing Site Inspection Checklist also apply to this room. The Committee recommended that site documents be revised to reflect this update.
2. The Principal Investigator confirmed that the secondary transport container does not have a biohazard label, since it is also used to autoclave non-biohazardous materials; however, the bags within are appropriately labeled with a biohazard symbol. The Committee found this to be acceptable, and recommended that the SOP for *E. coli* handling and disposal be revised to reflect this information.
3. The Principal Investigator confirmed that the only sharps used for the research are those used to load dialysis cassettes.
4. The Committee recommended that the orange flaps on plumbed eyewash stations always remain closed to avoid contamination.

11. Site responsibilities:

The Chair reviewed training and communication requirements for maintaining IBC approval with the Principal Investigator.

12. Vote on the site:

The Committee voted for following determination on the Site:

X	APPROVED
	CONDITIONALLY APPROVED
	TABLED
	DISAPPROVED

DETERMINATION VOTE - YES: 4

NO: 0

ABSTAIN: 0

13. Advice to Institution: None.

14. Meeting adjourned: The meeting was adjourned at 12:20 pm Eastern Time.

15. Post-Meeting Notes: None.

Documents Reviewed:

Agenda

Project Description-Summary, JCU-001, dated 04-30-2026

Site Map, Dolan Science Center Floors 1-3, dated 05-12-2026

Site Inspection Checklist, BSL-1 and BSL-2, dated 04-28-2026

Site Inspection Checklist Autoclave Addendum, dated 04-28-2026

Photos, dated 04-28-2026

Biohazard Sign, JCU-001, dated 05-01-2026

SOP, *E. coli* Handling and Disposal, dated 05-01-2026

CRRF, dated 01-07-2026

Prior Meeting Minutes, Initial, dated 04-19-2024