

Butler University Institutional Biosafety Committee (IBC)
IBC Meeting Minutes

Meeting Date: October 22, 2025

Location: Virtual via Zoom

Time: 2:30 PM – 3:30 PM

Co-Chair: Nat Hauck

Co-Chair: Geoff Hoops

Recorder: Melissa Jones

Version: Public redacted as applicable per NIH Guidelines Section IV-B-2-a-(6)

1. Call to Order and Quorum

Meeting called to order at 2:30 PM by Melissa Jones. A quorum was present.

2. Attendance

Members Present	Members Absent	Guests / Non-Voting Attendees
Nat Hauck – Co-Chair Geoff Hoops – Co-Chair Sudip Das Mike Trombley Shovanna Burcham – Non-Affiliate Member	None	Melissa Jones, Research Compliance Officer

2a. Conflicts of Interest

No conflicts of interest were reported

3. Previous Meeting Minutes Approved: Yes

4. Old Business

Item	Summary / Outcome
None	None

5. New Business

Protocol / Agenda Item NIH Guidelines Sections	Summary of Discussion and Committee Action
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Protocol #112/Amendment

NIH Guidelines Sections III-D-4, III-E-1, Appendix B (RG1 organisms), Appendix G (BSL1 containment)

-Current approval: BSL1. RNAi gene fragments in L4440 plasmid derived from *C. elegans* and administered to *E. elegans*.

-Proposed Changes: Amendment *adds new RNAi and transgenic gene targets (ins-31, ins-35, ins-3, ins-7, npl-40, flp-2, Hyper7, hid-1)*. Genes targeted by RNAi: ins-31, ins-35, ins-3, ins-7, ins-3, npl-40, flp-2. Genes to potentially be used in transgenic animals: Hyper7 hydrogen peroxide binding protein, hid-1 secretion gene, and ins-31, ins-35, ins-3, ins-7, ins-3, npl-40, flp-2 neuropeptide genes.

- Consensus: IBC agreed that work requires BSL-1 procedures and containment practices and that BSL1 risk mitigation practices are likewise appropriate. IBC agrees that safety concerns regarding the work being performed have been adequately addressed in this submission.

-Motion to approve as written and seconded.

- Decision: Approved Modifications

Protocol / Agenda Item

NIH Guidelines Sections

Protocol #160/New Submission

NIH Guidelines Sections III-E-1, Appendix B (RG1 organisms), Appendix G (BSL1 containment)

required Disapproved

- **Vote:** [5 for / 0 against / 0 abstain].

Summary of Discussion and Committee Action

- **Proposed:** BSL1. The IBC reviewed proposed research involving site-directed variants of enzymes expressed in non-pathogenic E. coli using pET-28a(+) vectors.

- **Consensus:** IBC agreed that work requires BSL-1 procedures and containment practices, and that BSL1 risk mitigation practices are likewise appropriate. IBC agrees that safety concerns regarding the work being performed have been adequately addressed in this submission.

-Motion to approve as written and seconded.

- **Decision:** Approved Modifications required Disapproved

- **Vote:** [5 for / 0 against / 0 abstain].

Protocol / Agenda Item

NIH Guidelines Section(s)

Protocol #106/New Submission

NIH Guidelines Sections Not applicable – no recombinant or synthetic nucleic acid molecules are used in this project. BSL1 and BSL2 agents handled under BMBL guidelines; appropriate for BSL1 and BSL2 containment and practices required.

Summary of Discussion and Committee Action

- **Proposed:** BSL1 and BSL2. The IBC reviewed proposed research involving Culturing, Streaking, and Inoculating Media with Bacterial and Fungal Species. Media to be used: tryptic soy agar/broth (TSA/TSB), blood agar, mannitol salt agar (MSA), MacConkey agar, Hektoen-enteric (HE) agar, Mycosel agar, bile-esculin (BE) agar, eosinmethylene blue (EMB) agar, urease agar, citrase agar, rabbit sera (for coagulase tests), methyl red (MR) broth, and indole broth.

Gram staining of non-pathogenic bacterial and fungal strains using crystal violet, Gram's iodine and alcohol-based decolorizer.

Inoculate well-isolated colony of an enteric bacterium into an EnteroPleuri.

Polymerase Chain Reaction (PCR) and Agarose Gel Electrophoresis of the LacZ Gene of *E. coli*

TSA plates will be streaked for lawn growth with either *E. coli* or *S. aureus*. Discs containing either disinfectants or antibiotics will be placed on the inoculated plates and incubated.

Passage a murine astrocytoma cell line (DBT-9) cells from a T25 tissue-culture treated flask into 6-well plates. The cells will be grown in Dulbecco's Modified Eagle Medium (DMEM) supplemented with 5% fetal bovine serum (FBS), 10 mM HEPES, and an antibiotic/antimycotic mixture containing penicillin, streptomycin, and amphotericin B. Mouse hepatitis virus (MHV) will be mixed with complete DMEM and treated with doses of UV light ranging from 0 to 100 mJ using a UV crosslinker. Once treated, MHV will then be added to the 6-well plates containing DBT-9 cells and incubated for 24 -48 h at 37C under 5% CO₂ in the lab cell culture incubator.

Solutions containing either human respiratory syncytial virus (hRSV) strain A2 or mouse hepatitis virus (MHV) which have been treated with a lethal dose of UV light to inactivate them applied on the Abbott BinaxNOW RSV card.

Live cultures from of *Chlamydomonas sp.*, *Oscillatoria sp.*, *Volvox sp.*, *Amoeba proteus*, *Euglena gracilis* and *Paramecium caudatum* will be used to prepare microscope slides for viewing.

- **Consensus:** IBC agreed that work requires BSL-1 and BSL-2 procedures and containment practices, and that BSL1 and BSL-2 risk mitigation practices are likewise appropriate. IBC agrees that safety concerns regarding the work being performed have been adequately addressed in this submission.

- *Motion to approve as written and seconded.*

- **Decision:** Approved Modifications required Disapproved

- **Vote:** [5 for / 0 against / 0 abstain].

5.1 Election of Co-Chairs

The committee acknowledged the resignation of Dr. Mark Macbeth, former IBC Chair. Nominations were opened for the position of interim Co-Chairs, who will serve in this role until a permanent Chair is elected. Dr. Nat Hauck and Dr. Geoffrey Hoops were nominated and elected unanimously. The new Co-Chairs will assume their roles immediately.

6. Reports, Updates, and Policy Reviews

- Incident Reports: None
- Training / Compliance Updates: None
- Policy Review: NIH guidance updates regarding NIH Maximum Transparency shared by Melissa Jones.

7. Announcements

Stephanie Kirkpatrick appointed as new non-affiliated member on October 23, 2025.

8. Adjournment

Meeting adjourned at 3:30 PM.

9. Approval of Minutes

Co-Chair Signature:



Date:

4/6/2026

10. Redaction and Posting Notice

These minutes have been reviewed and redacted consistently with NIH guidance to remove proprietary, security-sensitive, and personal information. The approved and redacted minutes are publicly available in accordance with the NIH Guidelines (effective June 1, 2025).

Posting Date: April 6, 2026

Retention Until: April 6, 2031

Both IBC Co-Chairs reviewed and approved these minutes. One signature is provided per NIH guidelines.