



Office for Research and Innovation
Institutional Biosafety Committee

IBC Meeting Minutes
Thursday, November 20, 2025
11:00 a.m. - 12:00 p.m.
Zoom Virtual Meeting

<https://mmc-edu.zoom.us/j/82079552502?pwd=DlsxXvraH0nb9b11Hu4nF8XSjoEfX.1>

Dr. Byeongwoon Song, Ph.D. Chairperson
Dr. Aramandla Ramesh, Ph.D. Vice Chair

Committee Members Present:

Byeongwoon Song, Ph.D. (BS)
Aramandla Ramesh, Ph.D. (AR)
Awadh Bin hazim, Ph.D. (AB)

Committee Members Absent

J Shawn Goodwin, Ph.D. (JSG)

Joshua Ohair, Ph.D. (JO)*
Monique Anthony, M.P.H. (MA)*
Jeff Mitchell, CIH, EHS Officer
Donald Stevenson (DS)
Bolanle Ogunde, MD, MPH
Lisa M. Jones, M.S.**

*Community member

**Non-Voting member

Meeting called to order at: Meeting was called to order 11:01a.m. C.S.T., with a quorum including seven voting members and one non-voting member.

Confidentiality of Committee Proceedings: The members of the committee shall maintain confidentiality of the panel's proceedings unless and until such information is made available to the public. This includes the panel's hearings, deliberations, and initial reports, all written submissions to and communications with the panel. For virtual meetings, cameras must be on. If a meeting is recorded it will be announced at the beginning of the meeting.

Conflict of Interest:

Members of the committee are required to keep all discussions and information from their meetings private. The committee members must step aside from any decision-making process regarding a research protocol if they have a personal connection with the protocol under discussion.

1. **Acceptance of the November 20, 2025, agenda:** The committee accepted the agenda as written by unanimous consent.
2. **Vote on IBC meeting minutes from August 21, 2025:** The committee voted to accept the minutes as written, with the motion made by AR and seconded by JO.
3. **Approved protocols since May 15, 2025, meeting:**

New Review:

Principal Investigator: Dana Marshall, Ph.D.

Protocol Title: 2-Hydroxypropyl-betacyclodextrin (HP-BCD) as an immunomodulatory drug in mimetic models of viral infections

ePID: 25-07-1587

Submission Date: 9/9/2025

Submission Type: New Submission

Review Type: Administrative

Status: Approved on 9/24/2025

Principal Investigator: Antwi-Boasiako Oteng, Ph.D.

Protocol Title: Characterizing novel gene loci associated with cardiometabolic diseases

ePID: 25-09-1591

Submission Date:10/16/2025

Submission Type: New Submission

Review Type: Administrative

Status: Approved on 10/17/2025

4. **Protocol in the Portal:** None

5. **Chairs Updates and Announcements:**

- **Upcoming IBC meeting:** The upcoming IBC meeting will be held on Thursday, January 15, 2026 @ 11:00a.m. CST. If you will not be in attendance, please contact the IBC RRA in advance.

6. **Officers Reports and Updates:**

A. **Biological & Chemical Safety Officer Report:**

- Clean Harbors has hired a full-time consultant who will begin in December 2025.
- The Safety Officer is developing a laboratory safety waste-disposal policy and will provide it to the IBC upon completion.
- The biological storage room has been cleaned, organized, and properly maintained; no hazards or spills have been reported.

B. **Campus Operations Officer Update:**

- The Campus Operations Officer expressed appreciation for the notification regarding the WBSB loading dock area, which had become a safety hazard due to trash and debris left by contract workers.

- Preparations are underway for machine-related concerns and the upcoming winter season. The HVAC team is working on adjusting boilers and replacing non-functional thermostats.
- There have been power outages caused by heaters, coffee pots, and similar appliances.
- A reminder was given to use caution with holiday lighting and decorations, as they can pose safety hazards.
- Elevators are undergoing maintenance, and only two elevators are currently operational in the WBSB.

C. Occupational Health Updates (OPH):

- The Occupational Health Officer requested that anyone who receives a bill for Occupational Health employee services contact the RRA immediately.
- The RRA emphasized the importance of ensuring all members complete their Occupational Health forms if expired, as well as maintaining current CITI training.

D. Additional Remarks:

- Stipend information is pending; please look for updates in Workday before the next pay cycle.
- A new staff member, **Mr. Sunjoy**, has joined the committee’s finance team.

Adjournment: The meeting was adjourned at 11:29 a.m. CST, with a motion by AR and a second by JM. The vote resulted in eight in favor, zero opposed, and one non-voting member.

B Song

2/19/2026

Lisa M. Jones

2/19/2026

Byeongwoon Song Ph.D. Date

Lisa M. Jones, M.S.- RRA Date