

Middle Tennessee State University

IBC meeting minutes

Date of meeting: September 30, 2025

Format of meeting: Virtual

Voting members in attendance:

April Weissmiller, chair	<input checked="" type="checkbox"/>	Mary Farone	<input checked="" type="checkbox"/>
Justin Miller	<input checked="" type="checkbox"/>	Ying (Iris) Gao	<input checked="" type="checkbox"/>
Jason Jessen	<input checked="" type="checkbox"/>	David Nelson	<input checked="" type="checkbox"/>
Jessica Arbour	<input checked="" type="checkbox"/>	William Tansey	<input checked="" type="checkbox"/>
Brianna Smith	<input type="checkbox"/>		

Non-voting members and/or guests:

Emily Anne Badger, Research Compliance	<input checked="" type="checkbox"/>
Jim Rowland, EH&S	<input checked="" type="checkbox"/>

Introductions/Announcements

The meeting was called to order at 12:01 PM with quorum of at least 50% voting members present.

The chair welcomed new IBC members Justin Miller, Iris Gao, and Jessica Arbour and let the IBC know they have been offered IBC training through CITI. The chair informed the IBC of the new requirements to post all meeting minutes after June 2025. This is the first meeting since the NIH changed these requirements, so the committee was informed of this new process, which has been incorporated into the IBC charter that is posted on the ORSP website. The chair also updated the IBC to inform them that the steps that were approved for protocol submission and review are now available at <https://research.mtsu.edu/IBC/>.

Protocol reviews and updates

The IBC chair provided an overview of the IBC protocol submission process at MTSU for all committee members. The chair then provided an update on five faculty within the chemistry and biology departments that have IBC protocols that are within various stages of this process and took any questions on their status from the committee.

Investigator	Dept.	Step of IBC protocol submission	Research category description	Section of NIH guidelines
Brian Robertson	Biology	Pending	N/A	Section III-E
Logan Bowling	Biology	Pending	N/A	Section III-E
Kevin Bicker	Chemistry	Not applicable, research does not fall under IBC purview, protocol returned	Non-engineered viruses	N/A-no r/sNA
Manuel Giannoni-Guzman	Biology	ORSP survey completed, IBC protocol pending	Arthropod, use of r/sNA to engineer arthropod	Section III-D
Justin Miller	Chemistry	ORSP survey completed, IBC prereview completed, protocol review pending	Protein expression and purification using non-K-12 derived bacterial strain	Section III-E

Registration reviews and/or amendments to pre-existing protocols

The committee was made aware of the approved modifications since the last meeting and given the opportunity to provide feedback. All amendments were accepted.

Investigator	Department	Amendment(s)	Reviewer
April Weissmiller	Biology	New personnel, new plasmids, addition of K-12 (non-pathogenic) <i>E. coli</i>	Emily Anne Badger (ORSP)

Incidents to report

There were no safety incidents to report by the IBC chair, the research compliance officer, and EH&S. Questions came up regarding the process by which incidences are currently reported. J.R. clarified the process used at MTSU, which is safety issues are handled on

a department level with the investigator self-reporting through an incident report that is submitted to their office. Members of the IBC will inquire within their departments as to whether providing examples and regular incident report training would be of value.

Discussion Items

The IBC chair discussed the generation of a variety of guidance documents for investigators to give them more insight into specific research areas. The proposed plan is that these documents are drafted by research compliance, EH&S, and the chair of the IBC, and then approved by the IBC committee by Spring semester 2025.

During the open forum, committee members asked for insight as to how departmental awareness of the IBC and research compliance is taking place. A.W. and J.R. commented on safety training and records of training compliance being overseen by the department level, however A.W. reminded the committee that as it relates to research the IBC has purview over, all investigators should follow the safety training and compliance protocols outlined in the MTSU IBC charter.

Voting

Approved:

All voting members (8/8) voted to approve a 2-week turnaround on posting meeting minutes to the MTSU webpage following any scheduled IBC meeting.