

Institutional Biosafety Committee (IBC)

Date: July 22, 2026

Time: 8:00 AM - 8:09 AM

Location: Virtual (Microsoft Teams)

Attendees

- Matt Finley, Ph.D. – IBC Chair
- Talulla Palumbo
- Ganxin Yan
- Lou Megosh
- Judy Daviau
- Andrea Sipple
- Dr. Bindu Kumar
- Dr. Matthew Charman (for protocol discussion)
- Glenn Radice (joined late)

Absent

- Mena Abdelsayed
- John Medendorp
- Gwendolyn Gilliard
- Shannon Rutberg
- Fredy Chaparro-Rojas

1. Approval of Previous Meeting Minutes

1.1 January 2026 Meeting Minutes

- Matt Finley requested approval of the January 2026 meeting minutes.
 - No corrections or revisions were proposed.
 - **Motion:** Judy Daviau
 - **Second:** Lou Megosh
- **Outcome:**
 - January 2026 meeting minutes approved.

1.2 March 2026 Meeting Minutes

- Matt Finley requested approval of the March 2026 meeting minutes.
 - No corrections or revisions were proposed.
 - **Motion:** Lou Megosh
 - **Second:** Andrea Sipple
- **Outcome:**
 - March 2026 meeting minutes approved.

1.3 Note:

- No IBC meeting was held in May 2026.

2. New Business

2.1 Personnel Amendments to Dr. Matthew Charman Protocols: B26-3072, B26-3075, B26-3077

- Matt Finley presented three minor amendments requesting the addition of a Drexel University Co-op student to the following active protocols:
- Protocol Summary
 - The student will be performing routine laboratory procedures including:
 - PCR
 - Protein purification
 - Gel electrophoresis
 - Other basic laboratory techniques
- Matt Finley noted that the work is low risk and does not involve significant procedural changes.
- Investigator Comments
 - Matt Charman confirmed:

- The student has prior laboratory experience.
- Activities are limited to basic laboratory procedures.
- The amendment is intended to formally add the student to approved protocols.

2.2 Committee Discussion

- No concerns were raised regarding the student's qualifications or proposed activities.
- Committee members agreed that the work represents minimal biosafety risk.
 - Matt Charman was excused from voting due to involvement with the protocols under review.

3. Old Business

3.1 Lentiviral Protocol B26-3076

- At a previous meeting, the protocol received conditional approval pending:
 - Completion of requested revisions.
 - Activation of the associated institutional policy.
- Matt Finley confirmed that:
 - All requested revisions have been completed.
 - The required policy is now active in Policy Manager.

3.2 Committee Discussion

- Bindu Kumar requested clarification regarding training provided to Drexel Co-Op students, specifically:
 - Sharps safety
 - Needlestick response procedures
 - Management of significant body fluid exposures
- Talulla confirmed that:
 - Co-Op students complete institutional safety orientation.
 - Students receive training covering sharps and needlestick safety.
- Matt Finley noted that:
 - Drexel students are covered under the existing institutional agreement.
 - Students are informed that emergency medical evaluation may occur through the emergency department if necessary.
 - Follow-up occupational health care is coordinated through Drexel Student Health Services.
- Matt Charman explained that:
 - His laboratory has largely eliminated routine use of needles.
 - Alternative methods are used whenever possible.
 - Students are not assigned activities requiring needle use.
- Bindu Kumar stated that this significantly reduces risk and expressed no further concerns.

3.4 Vote on Protocol B26-3076

- Matt Finley asked whether there were any additional concerns regarding the protocol.
 - No additional concerns were raised.
 - **Motion:** Andrea Sipple
 - **Second:** Glenn Radice
- **Outcome:**
 - Protocol approved.

4. Vote on Personnel Amendments

- The committee considered approval of personnel additions to the following protocols:
 - B26-3072
 - B26-3075
 - B26-3077
- **Motion:** Glenn Radice
Second: Lou Megosh
 - No opposition was voiced.
- **Outcome:**
 - Personnel additions to protocols B26-3072, B26-3075, and B26-3077 approved.

5. Administrative Review

- Talulla reviewed administrative actions completed since the previous meeting, including:
 - DMRs and other routine administrative actions.
 - Submitting updated IBC membership information to NIH for the new fiscal year.
 - Providing updated committee member CVs to NIH.
 - Distributing meeting schedules and materials to newly appointed committee members.
- New Committee Membership
 - Matt Finley welcomed new committee members and thanked them for their participation in the biosafety program.
 - The committee was reminded that:
 - Meetings are generally held quarterly.
 - Additional meetings may be scheduled as needed for protocol review or biosafety matters.

6. Adjournment at 8:09 PM.