

University of Portland
Institutional Biosafety Committee Meeting

May 14, 2026

1:30-2:30 pm

Zoom Meeting

Present: Susan Murray (chair), David Constant (external member), Melanie Harriff (external member), Ryan Kenton (vice chair), Toyin Olukotun, Sarah Schmits

Absent: Cara Hersh (ex officio)

Recused from proposal review: Ryan Kenton (vice chair)

Discussion

- Scheduling 2026-2027 IBC meetings
 - Committee members present tentatively agreed to the same day and time for 2026-2027 IBC meetings.
 - Jericho Knight will send a list of tentative dates and reconfirm committee members' availability on August 1, 2026.
- Revisit logistics of research student IBC compliance: Faculty reporting research students to the IBC
 - PIs are asked to complete a new "Personnel Form" to report any new students or others involved in their project. This allows the IBC to confirm that students and others have completed required trainings. Currently, the form most widely used is a word document and the PIs often do not remember to submit updates to the IBC.
 - In 2024, Sarah Schmits created a form in Dynamic Forms for PIs to report personnel changes (replacing the Word document). This was intended to be sent to PIs to complete the first week of each semester and mid-May for summer research. Currently, this form is not sent to PIs automatically.
 - Susan Murray and Sarah Schmits will work with Cara Hersh and Megan Lester in the Office of Undergraduate Scholarly Engagement (USE) to develop an automated form and/or a process to regularly send a personnel form to PIs with IBC protocols.
 - Jericho Knight will forward a list of active IBC protocols and the email language that was sent to PIs in 2024 to Sarah Schmits.

Review of IBC Proposal (3-year renewal) 2023-002: Molecular approaches to detecting impacts of harmful algae and bacteria blooms in near-shore waters from Dr. Ryan Kenton and Dr. Christine Weihoefer

- Primary reviewers, Dr. Susan Murray and Dr. David Constant led the discussion and outlined additional information needed by the committee.
- Dr. Ryan Kenton, co-primary investigator was present and was recused from the review and deliberation portion of the meeting; Dr. Christine Weihoefer, co-primary investigator, was not present.

- The IBC voted unanimously to contingently approve the protocol pending the submission and approval of responses to the following:
 - Describe the equipment and methods used for collecting water samples in large containers (i.e. open buckets), transferring to smaller containers, and transporting to lab.
 - Ryan Kenton: please arrange with Sarah Schmits, Environmental Health & Safety Officer, to re-fit your respirator and provide confirmation of re-fitting.
 - Describe the conditions under which the respirator will be used and protocols for managing spills when students or others are present (i.e. students will leave the room, respirator will be put on, etc.)
 - Describe handwashing protocols.
 - Provide details about management of any biohazard risks associated with domoic acid in the ELISA kit including maximum concentration of the domoic acid and protocols for storage and handling.
- Responses will be forwarded to the primary reviewers for their review. If approved by the primary reviewers, the proposal will receive formal approval from the IBC and the project may commence.

Miscellaneous

- At the request of the committee, Jericho Knight will explore the capabilities of the Qualtrics form to determine if PIs can update their protocols after submission to better manage those protocols that require revision or amendments. Jericho will report on his findings at the first IBC meeting of the 2026-2027 academic year.

Next scheduled full committee meeting: August 13, 2026, 1:30 pm (tentative), Zoom Meeting