

The IBC September 2, 2025, meeting minutes

Present:

Todd Diel - IFSH/Chair.
Nonna Working – Administration.
Jialing Xiang – BCPS.
Cindy Chaffee - Env. Health/Safety.
Katie Norton – Safety.
Kevin Gallagher – Facilities.

Absent:

Rasha Abed - General Counsel.
Kevin Gallagher – Facilities.
Daniel Rademacher – Community.
Karolina Piszczor – IFSH/Safety.
Elizabeth Grasso-Kelley – FDA.

Agenda:

1. New protocol: 2025-003, Jialing Xiang "Functional analysis of Microsporidial Sporoplasm Surface Protein 1 (SSP1)"
2. NeuroLab IBC protocol review.
3. Previous meeting minutes.

Meeting started at 8:06.

Todd opened the meeting without community members but suggested that the recording of the meeting is sent to them so that they ask questions and vote via e-mail.

He asked Jialing to give a rundown of her protocol Jialing Xiang "Functional analysis of Microsporidial Sporoplasm Surface Protein 1 (SSP1)"

Jialing explained that this protocol came from the PhD student of previous professor, Dr. Pombert who is no longer with IIT. She summarized the proposal for the board.

Kevin asked if the labs where this work is going to be performed are acceptable for this type of work at the biosafety level.

Jialing answered yes as it comes from the previously approved protocol and she has a BL OS2 lab which includes a locked freezer, locked liquid nitrogen.

Todd asked her to describe the hazard associated with the work.

Jialing said that the cell line generally is a BLS one, at the end this is no virus, no toxin, here's no engineering long term, there's no animal study, just for expressing regular cell culture. Express probably 24 hour, then the cell will be killed.

Todd mentioned that Jialing's safety plan is very comprehensive as well as her lab SOP.

Cindy made a motion to accept the protocol. Kevin seconded.

Todd said that we need our community members to review and accept it.

Todd introduced the second protocol on the agenda.

Jialing briefly described the NeuroLab protocol which involves an outside small company called Ultra Small Fiber, which have a contract with IIT. Part of this grant to encourage a small start-up company come to the campus. This is just one personnel which has a postdoc training already in the other university. Jialing helped them to set up all the training plan SOP.

Todd clarified that the cell culturing that they're going to be doing, which are very standard protocols. The bioluminescent fish is also very standard for many, many different types of work like this. He said that he doesn't have any questions about this and thanked Jialing for adding the protein to the protocol sheet. Originally it was just in the procedure, but it wasn't in the sheet here.

Kevin asked if we have a written agreement between USF and the university for their work or for this for this relationship.

Jialing confirmed and added that they have an insurance liability that they pretty have already covered.

Todd motioned that the board accept this protocol.

Cindy seconds.

All in favor.

Protocol was accepted by the committee here, but we do need the review by the community member. We can do that via e-mail and once that's done and we have both sides, we can issue the approval letter.

Previous meeting's minutes.

Todd asked if there are any questions or corrections to the minutes.

Nonna mentioned that the previous meeting's decision was to revise the application form, but this has not been done because Cindy had to do a new version of the form anyway. The marketing department is working on that.

Todd made a motion to accept the minutes. Jialing seconds. Minutes accepted. All in favor.

Todd said that we don't need community members to approve the minutes.

Nonna mentioned that from now on she will be posting approved minutes on our website and on the NIH website.

Meeting adjourned at 8:23 a.m.

Community members approval received via email.

Grasso-Kelley, Elizabeth<Elizabeth.Grasso-Kelley@fda.hhs.gov>

Nonna Working;+3 others

Todd Diel

Apologies that I missed the meeting this morning. I have reviewed the transcript and have no questions and approve of both protocols/motions.

Thanks,

Liz

From: Nonna Working <nworking@illinoistech.edu>

Sent: Tuesday, September 2, 2025 8:46 AM

To: Daniel S Rademacher <d-rademacher2@northwestern.edu>; Grasso-Kelley, Elizabeth <Elizabeth.Grasso-Kelley@fda.hhs.gov>; Rasha Abed <rabed@illinoistech.edu>; Karolina Piszczor <kpiszczor@illinoistech.edu>

Cc: Todd Diel <diel@illinoistech.edu>

Subject: [EXTERNAL] Re: [Ext]RE: Recording of today's IBC meeting

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📧

Todd Diel

Grasso-Kelley, Elizabeth;Nonna Working;+3 others

Thank you!

Todd

Daniel S Rademacher<d-rademacher2@northwestern.edu>

Nonna Working;Grasso-Kelley, Elizabeth;Rasha Abed;+1 other

Todd Diel

I agree. I vote to approve the protocol.

Todd Diel

Daniel S Rademacher <d-rademacher2@northwestern.edu>;+4 others

Thank you!

Todd

Nonna Working

Todd Diel;+4 others

Fantastic! Thank you both.

Nonna Working