SCSU IBC spring meeting
April 27th 11am-12pm via Zoom

In attendance: Rachel Jeffrey (chairperson), Lisa Korfelt, Jules Scanley, JiongDong Pang, Maren Schniederberend, Amy Taylor
Absent: Jeff Mital, Rose DeSiena

Meeting began at: 11:04

Minutes for fall meeting approved: motion JS second MS

Agenda
1) Results of Chairperson election. Discussion: Since voter turnout was low, and committee wanted to reflect who can vote, we will first revise the Charter then vote again (see changes to Charter). Election will be sent out again via ElectionBuddy to all members including new member starting in the fall.

2) Summer IBC. Timeline for proposal submission and review. Discussion: Deadline to review. IBC website due dates for summer review and reminder emails out to STEM departments. Early fall meeting to review protocols. PIs can request expedited – we will try.

3) Reappointment and new members. James Kearns Chemistry.

4) Annual review of Charter
   a. Who can be chair – any member affliliated with SCSU
   b. Who can vote for chair – all members will vote for chair. We will also add a position of vice-chair, which will be voted upon by all members the year before Chairperson term is up. Vice Chair will serve for one year (and may become the next Chair).

5) Annual report to IO and NIH

6) Website additions
   a. Meeting dates and minutes
   b. Logo

7) Other items? Discussion: How to get submissions of protocols. Approach from funding source. NIH requires approval from compliance committees. CSU research grants. Integrate IBC checkoff into application. Faculty senate. Meet with chairs, Dean, Faculty development – statement around IBC. Letter – in order to be compliant on the whole university *all* activities must be registered/reviewed. Specific examples – what do you need to register – from the NIH guidelines - Maren ☺ Lisa with Rachel will work on list of things on list. Also, purchasing SPAR – work flow to alert IBC and alert EHS. Auto alerts sent to EHS and chair for relevant purchases.

Meeting adjourned at: 12:07