

# Institutional Biosafety Committee

## Mandate:

The Institutional Biosafety Committee (IBC) is responsible for providing local review and oversight of nearly all forms of research and teaching utilizing recombinant DNA and for providing review and oversight of experimentation that involves hazardous biological materials (e.g., infectious agents) and other potentially hazardous agents (e.g., carcinogens). Furthermore, the Institutional Biosafety Committee shall ensure that all recombinant DNA research conducted at or sponsored by Calvin College is conducted in compliance with the [NIH Guidelines](#). The IBC reports to the College President via the Dean for the Natural Sciences and Mathematics

To accomplish its mandate, the Institutional Biosafety Committee:

1. May invite individuals with competence in special areas to assist in a review of any issues that require expertise beyond that available on the Institutional Biosafety Committee. However, these individuals may not vote on board matters;
2. File an annual report with the NIH Office of Biotechnology Activities that includes:
  - a roster of IBC members clearly indicating the chair, contact person and, as applicable, the biological safety officer, plant expert, animal expert, and human gene transfer expert or *ad hoc* consultant;
  - biographical sketches (e.g., curricula vitae or résumé) of all IBC members, including community members;
3. Establish procedures that the IBC shall follow in its initial and continuing review and approval of applications, proposals, and activities;
4. Maintain proper records of all IBC meeting minutes and decisions; file approved applications and proposals in the Provost's office.
5. Send a report to the Faculty Senate during each academic year indicating the college's compliance with applicable regulations and law.

## Reporting Relationship:

The Institutional Biosafety Committee will report to the Faculty Senate.

## Composition:

Seven members: three faculty and two members not affiliated with the college, all of whom are knowledgeable in the issues of safety of rDNA research and have the ability to identify potential risks to public health and safety, not entirely men or women, one of whom has expertise in plant, plant pathogen or pest containment principles, one of whom has expertise in animal containment principles; the Environmental Health and Safety Officer; the Biology Department Lab Manager. A faculty member will chair the committee. Appointments will be made by the Dean for Natural Sciences and Mathematics per the federal regulations and forwarded to the Committee on Governance for information.

No member of an IBC may be involved (except to provide information requested by the IBC) in the review or approval of a project in which he/she has been or expects to be engaged. In such case, the member will be excused from the decision and oversight process of that project.

April, 2008: Approved by Faculty Senate