



I. 1.5.2 Institutional Biosafety Committee

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| Chapter 1 - Administration and Organization | Original Effective Date: June 2000 |
| Section: 1.5 University Committees | Date Last Reviewed: February 2024 |
| Responsible Entity: Vice President for Facilities and Capital Planning | Date Last Revised: February 2024 |

II. Purpose

The purpose of this Policy is to define membership terms and conditions, leadership selection, and charge of the Institutional Biosafety Committee at UT Health San Antonio.

III. Scope

This Policy applies institution-wide to all current and prospective members of the UT Health San Antonio Institutional Biosafety Committee and associated Environmental Health and Safety units.

IV. Policy

The Institutional Biosafety Committee (IBC) is mandated by the National Institutes of Health/Office of Biosafety, Biosecurity, and Emerging Biotechnology for an institution, such as UT Health San Antonio, conducting or sponsoring recombinant or synthetic nucleic acid molecule research in accordance with the *NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules (NIH Guidelines)*. The Committee's responsibilities need not be restricted to recombinant or synthetic nucleic acid research and may include review of other research of a biohazardous nature.

A. Membership

The Committee membership as mandated by NIH consists of at least five (5) primary members and appropriate ex-officio members including a Chair, Biological Safety Officer (if applicable), plant expert (if applicable), animal expert (if applicable), human gene therapy expertise or ad hoc consultant (if applicable) and two (2) community members. Appropriate alternate members may be assigned.

The Assistant Vice President for Risk Management and Safety determines the actual number and composition of the committee membership after taking into consideration the nature and volume of the research reviewed.

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The UT Health San Antonio committee interest process allows individuals to volunteer for service. In addition, the Deans, Chairs and Directors of Institutes/Centers may nominate individuals. The Assistant Vice President for Risk Management and Safety makes membership appointment recommendations to the Vice President for Academic, Faculty and Student Affairs who then makes recommendations for appointment by the President.

The IBC will include at least one (1) faculty member representing the following:

1. School of Health Professions
2. Basic Sciences departments
3. School of Dentistry
4. Long School of Medicine
5. School of Nursing; and
6. Two representatives from the community who have no fiscal connection with UT Health San Antonio.

Individuals with expertise in special areas beyond that of the Committee members may be invited to assist with issues when needed. These consultants may not vote with the IBC and must not have any conflicting interests with UT Health San Antonio.

B. Ex-Officio membership (with vote)

1. Biological Safety Officer
2. Veterinarian, Laboratory Animal Resources

C. Chair

The Assistant Vice President for Risk Management and Safety makes Chair and Vice Chair appointment recommendations from the membership to the Vice President for Academic, Faculty and Student Affairs. The Vice President for Academic, Faculty and Student Affairs will recommend to the President approval or disapproval for the appointment of the proposed Chair.

D. Charge

1. to advise the President, Executive Vice President for Facilities Planning and Operations, and the Director of Environmental Health and Safety in matters pertaining to hazards of a biological nature;
2. review and approve research projects involving recombinant or synthetic nucleic acid molecules (rDNA) conducted at or sponsored by the institution and other projects of a biohazardous nature including assessment of the containment levels, facilities, procedures, practices, training, and expertise of personnel;
3. advise on the safe receipt, use, storage, and disposal of potentially hazardous biological agents;

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4. assess the risks involved in such projects and the measures proposed for their containment;
5. review plans for areas designated to be constructed or remodeled for biohazardous work;
6. establish criteria and monitor adherence to these criteria for the use of rDNA and biohazardous agents and facilities designed for use with such agents;
7. ensure that all aspects of Appendix M (Transfer of Recombinant or Synthetic Nucleic Acid Molecules into human research participants) of the NIH Guidelines have been met;
8. serve as the Institutional Review Entity in accordance with Section 7.1 of the U.S. Government Policy for Dual Use Research of Concern excluding toxins; and
9. serve as an avenue of appeal in cases of dispute and exception.

E. Term of Membership

Members serve on the committee for a term of up to three (3) years (which may be renewed).

V. Definitions

There are no defined terms used in this Policy.

VI. Related References

National Institutes of Health (NIH)

[Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules
Dual Use Research of Concern](#)

Centers for Disease Control and Prevention (CDC)

[Biosafety in Microbiological and Biomedical Laboratories, 6th edition](#)

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VII. Review and Approval History

The approving authority of this policy is the University Executive Committee.

| Effective Date | Action Taken | Approved By | Approved Date |
|----------------|-------------------------------------|-------------|---------------|
| 06/2000 | Policy Origination | | |
| 12/2015 | Policy Revision | | |
| 05/2021 | Policy Revision/Discretionary Edits | | |
| 02/2024 | Policy Revision/Discretionary Edits | | |