

## Policy on Appointment of Members

### 1.0 Purpose

To detail the IBC member appointment process.

### 2.0 Policy

To ensure compliance with Section IV-B-2 of the *NIH Guidelines for Research Involving Recombinant or synthetic Nucleic Acid Molecules (NIH Guidelines)*, requiring establishment of an IBC, the Virginia Tech Senior Vice President for Research and Innovation shall appoint members of the IBC and may add, reappoint, or remove members. Qualified candidates can be nominated as required, based on the recommendations of Department Heads, Deans, Directors, University Biosafety Officer, IBC Chair, IBC Vice-Chair, IBC members, and/or the Associate Vice President for Scholarly Integrity and Research Compliance. Interested candidates can nominate themselves by contacting the IBC Chair, IBC Vice Chair, or the IBC Program Director. Appointments will be made formally, in writing, in a letter from the Senior Vice President for Research and Innovation to the appointee.

When the appointment has been approved by the Senior Vice President for Research and Innovation, the IBC Program Director will add the candidate onto the IBC's NIH roster, using the NIH RMS online system.

### 3.0 Process

In accordance with Section IV-B-2-a-(1) of the *NIH Guidelines*, the Virginia Tech IBC will be comprised of no fewer than five members, so selected that they collectively have experience and expertise in recombinant and synthetic nucleic acid technology, biological safety, and physical containment, and the capability to assess the safety of recombinant and synthetic nucleic acid research and to identify any potential risk to public health or the environment.

Quorum for the Virginia Tech IBC has been set at five members, who collectively have the requisite expertise required to review all applications set on the agenda.

The term of appointment for Virginia Tech IBC members shall be 3 years. The term of appointment for the Virginia Tech IBC Chair and Vice Chair shall be 5 years. While a fixed term of service will allow new members and fresh perspectives to be added to the IBC, members may be reappointed to the IBC if they are willing to continue to serve, and if reappointment is recommended by the IBC Chair or AVP for Scholarly Integrity and Research Compliance. The appointment process follows SOP IBCS-004.

The Virginia Tech IBC membership shall include:

- at least one individual with expertise in plant, plant pathogen, or plant pest containment principles when experiments utilize NIH Guidelines Appendix L, Physical and Biological Containment for Recombinant or Synthetic Nucleic Acid Research Involving Plants;
- at least one scientist with expertise in animal containment principles when experiments utilize NIH Guidelines Appendix M, Physical and Biological Containment for Recombinant or Synthetic Nucleic Acid Research Involving Animals;
- at least one Biological Safety Officer, required to be present for the review of applications involving BL3 containment or large culture experiments that utilize NIH Guidelines Appendix K, Physical Containment for Large Scale Uses of Organisms Containing Recombinant or Synthetic Nucleic Acid Molecules;
- at least two members not affiliated with the institution (apart from their membership on the Institutional Biosafety Committee) and who represent the interest of the surrounding community with respect to health and protection of the environment.; and,
- at least one member representing the laboratory technical staff.



## VIRGINIA TECH INSTITUTIONAL BIOSAFETY COMMITTEE

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