



SOUTHERN ILLINOIS UNIVERSITY CARBONDALE

Institutional Biosafety Committee

IBC Policy #	200
Policy Title	Responsibilities of the Institutional Official (IO) and SIU
Date Approved	September 18, 2025
Date Reviewed	
Scope	This policy applies to research under the oversight of the Southern Illinois University Carbondale Institutional Biosafety Committee.

Policy Purpose

This policy describes the responsibilities of the Institutional Official and the Southern Illinois University administration in regard to the SIUC Institutional Biosafety Committee.

Policy Definitions

IO refers to the senior SIUC Institutional Official responsible for oversight of the Institutional Biosafety Committee (IBC). The Chancellor of Southern Illinois University Carbondale delegates this role to the Vice Chancellor for Research at SIUC.

SIU refers to Southern Illinois University. The Southern Illinois University system is comprised of SIU Edwardsville, the SIU School of Medicine, and SIU Carbondale (SIUC). The SIU system maintains certain policies and procedures with which SIUC must comply. SIUC also develops campus-wide policies and procedures for the Carbondale campus. The SIUC Institutional Biosafety Committee (IBC) develops policies and procedures according to regulatory requirements for the SIU Carbondale campus.

r/sNA refers to recombinant or synthetic nucleic acid molecules. These molecules are subject to the federal *NIH Guidelines* cited above.

Regulated activities include any research, teaching, and/or contracted service activity conducted by SIUC faculty, staff, volunteers, and students.

Policy Statement

SIU System Responsibilities and SIUC Responsibilities

The responsibilities for the SIU System include establishing, reviewing, and regularly updating system policies and procedures for the system as a whole. As specified in the NIH Guidelines Section IV-B-1, the institution is responsible for ensuring that regulated activities with r/sNAs and/or biological hazards are conducted in full conformity with the provisions of the Guidelines. Under the oversight of the SIUC appointed Institutional Official, the SIUC Institutional Biosafety Committee (IBC) develops policies and procedures (in accordance with regulatory requirements) for the Carbondale campus.

SIU Carbondale Institutional Official Responsibilities

The IO ensures the Institutional Biosafety Committee (IBC) is duly established and functions in compliance with the NIH Guidelines for research involving recombinant or synthetic nucleic acid molecules. Responsibilities include:

- Establishing the Institutional Biosafety Committee through the appointment of IBC committee members with the adequate expertise and training required to review research involving r/sNAs requiring IBC approval in accordance with the *NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules* Appendix G, Appendix K, Appendix L, and Appendix M.
- Appointing the IBC Chair, the Institutional Biosafety Officer (IBO), and IBC committee members.
- Provides institutional oversight and support for the implementation and enforcement of policies developed and carried out through the Institutional Biosafety Committee.
- Assess the performance of the IBC and review annual reports submitted by the IBC/ORC to NIH and other regulatory agencies.
- Ensuring that adequate resources are available for the IBC to complete required activities to maintain regulatory compliance.

References

Southern Illinois University System. (n.d.). *Board legislation and policies*.

<https://siusystem.edu/board-of-trustees/legislation/board-legislation-policies.shtml>

Southern Illinois University Carbondale. (n.d.) *Policies and procedures*. <https://policies.siu.edu/>

Southern Illinois University Carbondale IBC. (n.d.). *Institutional biosafety committee information*.

<https://orc.siu.edu/ibc/index.php>