

# The Research Notebook

*A Publication of the Office of Research*

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## **CTSI Pilot Awards**

The UT Clinical and Translational Science Institute is pleased to announce recipients of 2009 Pilot Projects Program grant awards. There was an emphasis this round on junior investigators with strong mentoring plans, as well as senior applicants with a strong plan for mentoring junior faculty. This year, in addition to CTSI funding, funds were also provided by the UT Center for Integrative and Translational Genomics for those proposals with a significant genomic focus. In total, 44 letters of intent were received. From these, 27 full applications were received for review. All applications were reviewed by two expert, non-conflicted reviewers, including several outside reviewers. From the top scored applications, the CTSI Executive Management Board made final funding decisions. The 2009 awardees are:

Karen Hasty, Ph.D., UTHSC Department of Orthopedic Surgery, *“Theranostic Nanosomes for Osteoarthritis.”* Award: \$48,908.

Edward Chaum, M.D., Ph.D., UTHSC Department of Ophthalmology, *“Nanoscale Architectures for Rapid Transcriptome Profiling of Tissue.”* Award: \$92,228.

Jasjit Sachdev, Ph.D., UTHSC Cancer Research Center, *“Quantitative Gene Expression Using a Novel Technology to Predict Chemosensitivity of Breast Cancer.”* Award: \$87,809.

Marshall Elam, M.D., Ph.D., UTHSC Medicine Department and Veterans Administration Medical Center, *“Molecular Predictors of Statin Intolerance in Patients with Dyslipidemia.”* Award: \$99,289.

Summaries of these projects will be posted on the UT CTSI website ([www.utmem.edu/ctsi](http://www.utmem.edu/ctsi)). There will be additional CTSI Pilot Projects Program funding opportunities in the near future. Details will be available on the website.



## ***Bridge Funding***

The Office of Research encourages faculty to apply for Bridge Funding. Total funding in the amount of \$190,400 is currently available to individual applicants in \$50,000 increments or less.

Any full-time faculty member, tenured or tenure-track, who is a principal investigator on a grant funded for at least three consecutive years by a national funding agency (e.g., NIH, NSF, American Heart Association) and whose application for continued support from that or another national funding agency has not been funded, shall be eligible for Bridge Funding. Bridge Funding is not intended to substitute for outside research funding, but rather is intended to provide for limited, interim funding to an investigator who had applied for, but failed to receive, renewal funding for ongoing research. This funding is intended to provide University of Tennessee Health Science Center faculty members with temporary, reduced support in order to keep key personnel and continue laboratory or research operations while full support is being sought from outside agencies.

For details regarding eligibility and the application process, go to: [http://www.utmem.edu/research/research\\_resources/bridge\\_funding/index.php](http://www.utmem.edu/research/research_resources/bridge_funding/index.php) or contact Jane Poulos [jpoulos@uthsc.edu](mailto:jpoulos@uthsc.edu), 901-448-3746.

## ***CTSI Research Technologies Unit (RTU) Open House a Success***

On Friday, September 18<sup>th</sup> the Research Technologies Unit of the UT-Clinical and Translational Science Institute (UT-CTSI) hosted an Open House in the lobby of the GEB to showcase the numerous core facilities available to investigators on the UTHSC campus. Fifteen different cores displayed posters describing the technologies that are available and whom to contact for use. There was also a seminar presented by applications specialist Charles Cochran from Applied Biosystems on the SOLiD 3 massively parallel next-generation sequencing platform now available in the Molecular Resource Center. A steady stream of individuals, including graduate students, research assistants, post-docs, and lab heads perused the posters and enjoyed the sandwiches, vegetables and fruit provided by CTSI despite the record-setting rainfall. Investigators who were not able to attend the Open House are encouraged to visit the RTU Home Page on the UT-CTSI web-site at [https://ctsi.utmem.edu/research\\_resources.php?show=rtu](https://ctsi.utmem.edu/research_resources.php?show=rtu) to see if there are core facilities that could enhance your research. You may also contact the RTU directors (Dr. Don Thomason, [dthomaso@uthsc.edu](mailto:dthomaso@uthsc.edu); Dr. Mike Whitt, [mwhitt@uthsc.edu](mailto:mwhitt@uthsc.edu)) for additional information.

## **Research Support Services**

### ***Animal Ordering Changes***

The Lab Animal Care Unit is pleased to announce a new animal ordering, processing and billing system. As a part of the software recently acquired from the University of North Carolina, this new system called the Animal Care Inventory Management or ACIM will allow for easier ordering and more detailed billing information. Once implemented, investigators will order animals from a designated web site similar to the manner that they currently do. The new system will streamline ordering so many options will be in drop down menus that will expedite the process. Census gathering will become more precise with the implementation of bar codes on the cage cards. Investigators will be able to print additional cage cards and turn in outdated ones at designated kiosks in the various buildings. They will also have the option of checking their expenses at any time during the month. Billing statements, in an easy to read format, will be emailed to all PIs and their business managers on the last day of the month. Implementation of the new system is planned for early next year. Training sessions and more information will be announced in the next few weeks.



## Office of Research Administration

### ***Noncompeting Continuation Progress Report Clarification***

The following notice, NOT-OD-09-150, was issued by the NIH on September 22, 2009, to clarify information that is to be reported on the All Personnel Report for the revised PHS 2590 that was issued on August 28, 2009:

*The instructions for the All Personnel Report, and the All Personnel Report form, have been modified to clarify that:*

- *the PD/PI(s) should always be listed on the form;*
- *regardless of the source of compensation, all personnel who participated in the project for at least one person month should be listed on the form; and*
- *one person month equals approximately 160 hours or 8.3% of annualized effort.*

The All Personnel Report was previously a Senior/Key Personnel Report. However, Senior/key personnel should only be reported on the new All Personnel Report if they participated in the project for at least one person month. All senior/key personnel will continue to be listed on competing grant applications.

The instructions for the All Personnel Report are also clarified to indicate that grantees should not report personnel if they have submitted a 2271 Appointment form for those individuals (e.g., participants on R25 or R90 awards).

Inquiries on any changes to the forms and instructions may be directed to:

Office of Policy for Extramural Research Administration (OPERA)

Office of Extramural Research, National Institutes of Health

Telephone: 301-435-0949 Email: [Grantspolicy@od.nih.gov](mailto:Grantspolicy@od.nih.gov)



### ***New NIH Forms***

Faculty planning to submit NIH grant applications after the first of the year should check to be sure they have the latest version of the package. The NIH is issuing new forms (packages) in December that will be required for all applications submitted on or after January 25, 2010. See <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-09-149.html> for additional information.

The new applications will include new instructions, including the changes in page limits (see table at [http://enhancing-peer-review.nih.gov/page\\_limits.html](http://enhancing-peer-review.nih.gov/page_limits.html)), research plan, resources, and biosketch.

A nice summary of the changes is available at [http://enhancing-peer-review.nih.gov/docs/application\\_changes.pdf](http://enhancing-peer-review.nih.gov/docs/application_changes.pdf)



### ***Domain Reminder!***

Reminder: All faculty who have eraCommons accounts should remember to edit their e-mail address in Commons to reflect the recent domain change to @uthsc.edu so that they will continue to receive e-mail regarding their grant applications. The same goes for NSF, Army, HRSA, Proposal Central, and other on-line grant submission web sites.

### ***Acknowledgement of NIH Funding and Disclaimer on Publications***

Please note that any publications that result from NIH funding must include not only an acknowledgement of NIH funding, but also a disclaimer about responsibility for the content. From the NIH Grants Policy Statement, Rights in Data (Publication and Copyrighting):

*For each publication that results from NIH grant-supported research, grantees must include an acknowledgement of NIH grant support and a disclaimer stating the following:*

*“This publication was made possible by Grant Number \_\_\_\_\_ from \_\_\_\_\_” or “The project described was supported by Grant Number \_\_\_\_\_ from \_\_\_\_\_” and “Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the [name of awarding office or NIH].”*

## *ARRA Reporting*

Beginning in October 2009, the Office of Sponsored Projects Accounting (Gerri Bussell's office) will prepare and submit detailed reporting information on the UTHSC projects and activities funded by the American Reinvestment and Recovery Act (ARRA). In order to achieve this requirement, OSP will need significant amount of data elements from the Principal Investigator, the sub-recipients and vendors. Each department is the point of contact to collect and return the required information to OSP by the end of each quarter. This information is necessary to accurately report the number of paid jobs created and/or retained (preserved) by our institution, our sub-recipients and our vendors (if applicable). Forms for data collection have been sent to departmental business contacts.



Based on the strong emphasis on accountability and transparency, it is essential that all Recovery Act funds and data be tracked closely, accounted for, and reported separately from all other non-ARRA funds and data. **Co-mingling of ARRA and non-ARRA funds is specifically prohibited.** Internal transfers (other than campus billings), cost transfers, retroactive salary or any other transfers to ARRA accounts must be avoided. Due to the extensive reporting requirements, it is imperative that ARRA project costs post to the assigned WBS elements accurately and in a timely manner.

In addition to financial reporting, for ARRA funds we must report an aggregate number for the cumulative jobs created or retained for the quarter and provide a narrative description of the employment impact, as well as information on sub-recipients and vendors involved in the project.

Reports for ARRA funds also require information on the status of work on the project. Currently, UTHSC is reporting the approximate level of completion of the project rather than detailed progress reports. However, later reports may include detailed progress reports. If a detailed progress report is required, the PI will be asked to provide it and should bear in mind that it will be posted online. This means that it will be considered a publication by both the US and foreign patent offices and may impact potential patent rights. Any investigator who is currently involved in commercialization of his or her work, or believes that his or her work may lead to commercially valuable discoveries is encouraged to contact the University of Tennessee Research Foundation (901 448-7827 or [rmagid1@uthsc.edu](mailto:rmagid1@uthsc.edu)) for assistance in preparing an abstract that will not adversely affect patentability.

## *ARRA Project Funding to UTHSC*

As of the end of September, UTHSC had received just over \$20 million in project funds under the American Reinvestment and Recovery Act (ARRA). These funds cover 42 separate projects, some of which are two-year awards and most of which are research projects. UTHSC has received one Challenge grant, two GO grants, supplements to existing grants, two-year awards for projects previously submitted for five, scholarships for

disadvantaged students in the health sciences, and some subawards from partner institutions. UTHSC also has an \$8.3 million C06 construction grant that may be eligible for funding when decisions are made after the first of the year. We are continuing to submit proposals for ARRA funding as opportunities become available.



# Office of Research Compliance

## *The Committee on Biocontainment and Restricted Entities (COBRE)*

With the Regional Biocontainment Laboratory (RBL) nearing completion, we anticipate that the number of projects requiring biosafety level-3 (BSL-3) containment will increase, as will regulatory agency scrutiny of BSL-3 activities on the UTHSC campus. In anticipation of this, the Institutional Biosafety Committee (IBC) has formed a new subcommittee with additional expertise in this area to review projects specifically designed for research involving select agents and BSL-3 containment. The new committee is called the "Committee On Biocontainment and Restricted Entities" (COBRE). The COBRE will be administratively supported through the Office of Research Compliance and will function as a subcommittee of the Institutional Biosafety Committee (IBC). The IBC chair will serve as the chair for the COBRE and will be directly responsible for setting the COBRE agenda and for responding to investigator inquiries. Dr. Michael Whitt is currently the IBC/COBRE chair. Investigators who wish to initiate projects requiring BSL-3 containment, including use of select agents, can contact the IBC office (448-2871; [ibc@uthsc.edu](mailto:ibc@uthsc.edu)) or Dr. Whitt (448-4634; [mwhitt@uthsc.edu](mailto:mwhitt@uthsc.edu)) directly.



The primary function of the COBRE is to review and approve project requests, infectious agent registrations, and SOPs needed to initiate BSL-3 research. Documents containing sensitive information (e.g. on select agents quantities and/or locations) must be hand-delivered to the IBC office. Individuals serving on the COBRE include the Institutional Responsible Official, the Alternative Responsible Officials, the RBL Director, the RBL Facility Manager, and representatives from the Safety Office, the Office of Research Compliance, University Health, Infection Control, and the Laboratory Animal Care Unit.

## *PI Signature of Animal Assurance*

Recently, some situations have occurred that suggest that all principal investigators should review the assurance that they sign as part of the animal protocol approval process. In brief, investigators promise that:

- The information provided is accurate and complete.
- No procedures involving animals will be conducted without prior approval of the IACUC.
- Everyone using animals has been informed of the experimental objectives and methods to accomplish them.
- Each person will receive appropriate training.
- Each person agrees to follow the Animal Welfare Act and the guidelines stated in the most recent Guide for the Care and Use of Laboratory Animals.
- Proposed studies do not unnecessarily duplicate previous experiments.
- Anesthesia, analgesia, and tranquilization will be used to relieve pain or distress whenever appropriate.
- Appropriate steps have been taken to avoid exposing people to biohazardous agents.
- Each person associated with an animal protocol has enrolled in the UTHSC Occupational Health and Safety Program.

It is the principal investigators' responsibility to see that these conditions continue to be met throughout the duration of the study and that proposed modifications to studies are approved by the IACUC before they are undertaken.



## ***iMedRIS Phobia? The IRB Can Help!***

Since the inception of the new Institutional Review Board (IRB) electronic database, iMedRIS, we have created and updated a variety of tools that users can consult to become familiar with and begin to master the new system. With submission deadlines and other pressing job duties to fulfill, learning how to utilize a new electronic database can be a daunting task for coordinators, investigators, and Board members. Training opportunities, instructional documents, and one-on-one assistance are some of the avenues currently available to iMedRIS users to facilitate and enhance their IRB submission and processing experience.

Three types of iMedRIS training are offered monthly by iMedRIS program manager Patricia Page and the IRB staff. The first, "PI/Coordinator Training," is intended for those who are completely new to iMedRIS. Attendees will be walked through the process of how to set up an iMedRIS account, navigate the interface, complete a registration for previously approved studies, submit a new application and any corresponding forms, and answer provisos from the IRB. These issues are covered during a two-hour, hands-on training, where the attendees sit at a laptop navigating through the system at the direction of the instructor. There is also ample time to answer questions from the class or to slow the pace so all attendees are on the same page, literally and figuratively.

The second type of training available is entitled, "Advanced iMedRIS Question and Answer Session." This class is intended for iMedRIS users who have either taken the PI/Coordinator Training or have used iMedRIS to submit an application and still need some assistance in using the system. The attendee emails specific questions to the training staff before the class, and then the training staff prepares a session based on these questions. Users may have certain problem areas in the system where they tend to become confused, and these sessions allow the users to address those problem areas. "Test" applications are created by Patricia Page to reflect the problems that are submitted by email, and this allows the user to practice with a specific segment of the system without the fear of making a mistake. Spontaneous questions during the session are also entertained. One or two IRB staff members are always available to assist attendees one-on-one in the event that they become "lost in the system" and fall behind during the class instruction.

The third type of iMedRIS training is available online and can be viewed at any time, from a work or home computer that has an internet connection. This training was video-recorded during a session with off-campus students last year. The video feed is broken into two parts for a total of two hours, but the content is essentially the same as one would receive during a live "PI/Coordinator Training." Many have taken advantage of this online session, as it allows the attendees to choose a viewing time (or times) when there are few distractions and when they also can use a different internet browser window to simultaneously prepare their application in iMedRIS. This two-part video, along with other live training dates, can be found on the IRB website at [http://www.utmem.edu/research/research\\_compliance/IRB/training.php](http://www.utmem.edu/research/research_compliance/IRB/training.php).

In addition to training opportunities, the IRB has created several informational documents that are helpful to iMedRIS users. Implementation of the electronic system has been accompanied by a few procedural changes in the IRB process, such as investigator presentations at IRB meetings and the submission deadline schedule as it relates to the new pre-review process. These procedural changes are reviewed in training but have also been outlined in the "PI/Coordinator Handout" that is posted on the "Guides and Tips" portion of



## *iMedRIS Phobias cntd.*

our website. The “PI/Coordinator Handout” addresses many additional issues, such as obtaining access to iMedRIS, important items within the application, and the new consent form templates. The “Other Helpful Tips” document explains, among other things, who must sign off on an application and at what points during the IRB review process. Investigators with previously approved studies can use the “Converting a Paper Study to an iMedRIS Study” guide to assist them in registering their studies online. For those who have difficulties responding to provisos from the IRB within the system, we have created the “Guide to Using the New Application (Form 1) PI Response Form.” There is also the “Troubleshooting Guide” for dealing with small problems such as navigating the home page and sending a correspondence. Most of the guides are written with step-by-step instructions and screenshots of iMedRIS. The guides are created to give coordinators and investigators technical support, independent learning opportunities, and hands-on access to iMedRIS information before or after IRB hours. They can be found at [http://www.utm.edu/research/research\\_compliance/IRB/guides.php](http://www.utm.edu/research/research_compliance/IRB/guides.php).

One-on-one assistance is available Monday through Friday, from 8 a.m. to 5 p.m. in the IRB office. The IRB staff is available during these times to answer questions by phone regarding iMedRIS. We can also walk the user through a particular portion of iMedRIS with which he/she might be struggling. Users may set up an appointment to come to our office to receive assistance with the submission of an application or the response to provisos from the IRB. Lastly, the IRB can coordinate a private training opportunity for those who repeatedly encounter difficulties in using the system.

We understand that the transition from paper to a fully electronic system is a vast undertaking and requires hard work, patience, and dedication. The IRB staff is eager to help anyone who needs a hand. We hope that this message is relayed to you through our efforts to make your transition as smooth as possible. With the live and video trainings, the informational documents, and one-on-one interactions that are available, you have a plethora of avenues from which to choose as you settle into iMedRIS. We hope you take advantage of these learning opportunities so that you are on the fast track to conducting the research that is important to you, to us, and to the community.

## *Change Coming in Animal Protocol Submissions*

The switch to a new online submission form, first mentioned in the April 2009 newsletter, is coming closer to reality. It is now anticipated that all protocols for either January or February review and beyond (beginning with submissions during the months of December or January) will use the new form.

As noted previously, this transition will include a switch from the current numerical scale for pain and distress

categories to the lettered USDA classifications (for a guide to translation see [http://www.utm.edu/research/research\\_resources/LACU/docs/Categories%20draft.pdf](http://www.utm.edu/research/research_resources/LACU/docs/Categories%20draft.pdf)).

Another change that will impact investigators using more than one type of animal is that separate protocols will be required for each species. However, protocol documents are sufficiently easy to copy and edit that generation of the

additional documents should not prove a great burden.

Access information will be broadcast as soon as it is available.



## ***UTCOCM Provides Nuts and Bolts to Researchers***

The UT College of Medicine Chattanooga held its annual Nuts and Bolts Research Symposium on September 11, 2009 at the UTC Center. This conference provides basic research training for new investigators as well as more advanced process and policy information to administrators and experienced researchers and their staff. This year's keynote address was given by Karah Nazor, PhD, a postdoctoral research associate at the Pruisner Laboratory at the University of California San Francisco Institute for Neurodegenerative Diseases. She described her research interests in gerontology, in the search for genes involved in prion infection and propagation using prion-infected cell cultures, and in the use of IPS cells to create stem-cell lines for research.



Dr. Nazor

The lunch speaker was Sandy Varghese, MD, Administrative Chief Resident for UTCOCM Pediatrics, as well as the 2009 Coddington Award Winner of the UTCOCM Annual Research Week. Dr. Varghese shared her research experience with the audience, including valuable information on collaborations and data collection.



Dr. Varghese

Break-out sessions in Track I covered hypothesis development, research design, data collection and analysis, abstract writing and proposal writing. Track 2 reviewed grant proposal and research processes and timelines. In addition to the UTCOCM Dean's Office research staff, Memphis research administrators Debbie Smith, EdD, Assistant Vice-Chancellor for Research, Virginia Geer, Program Administrator, and Melanie Luchs, Associate Director of the Clinical Trials Unit, all contributed expertise to this session.

Members of the UTCOCM Scientific Review Committee and Institutional Review Board completed the day's activities with a workshop in which they reviewed the recommended format and guidelines for submissions. The Nuts and Bolts Research Symposium lays the groundwork for the spring's Research Week activities which will be held April 12 – April 16, 2010.

## ***OHSP Fall Conference***

The Office of Human Subjects Protection held its Fall Conference entitled, "Legal Issues in Clinical Research" on September 10, 2009. The half-day conference featured lectures by Carol Schwab, J.D., LL.M. UTHSC Director, Medical Legal Education; Laura Cummins, J.D., Manager, Contract Administration, UT Medical Group, Inc. and David Cook, Attorney at Law with the Hardison Law Firm in downtown Memphis. Over 70 people attended the conference which was



held in the Student Alumni Center. The attendees were from UTHSC, Le Bonheur, Methodist, UTMG, St. Jude, Inmotion, and Acorn, Inc. Participants were asked at the beginning of each presentation to answer a series of questions assessing their general knowledge about that topic(s) to be discussed. Following the presentation(s) the participants again answered the same questions. These before and after responses were used to assess learning as a result of the presentations. The response of those who attended was extremely positive as was the learning that occurred.

# Frequently Asked Questions

## *Did You Know?*

### *Research Administration*

**Q: Is any special reporting required for ARRA funds?**

A: Yes, quarterly reporting, including expenditures to date, jobs created and retained, information on subrecipients and vendors, and progress toward project goals is required. PIs should work closely with their departmental business managers and the Office of Sponsored Projects Accounting (Gerri Bussell's office) to ensure that information is provided timely each quarter.



**Q: How much stimulus money has UTHSC received?**

A: To date, the campus has received just over \$20 million for research and sponsored projects, including funds from the NIH, NSF, and HRSA as well as some subawards from other institutions under their ARRA awards. We expect this number to increase as applications currently in the pipeline are reviewed and we will continue to submit proposals for ARRA funds as opportunities become available.

**Q: When do the NIH page limit changes take effect?**

A: The NIH will be issuing new grant application packages in December that will be required for applications submitted on or after January 25, 2010. The new forms will incorporate the changes in page limits, as well as other changes.

### *Institutional Animal Care and Use Committee*

**Q. What authorizations are required prior to the use of controlled substances in animals?**

A. In order to obtain and use controlled substances such as certain common analgesics or anesthetics (e.g., buprenorphine, ketamine, pentobarbital) it is necessary to have appropriate federal Drug Enforcement Agency (DEA) registration, which in turn requires prior licensure by the Tennessee State Board of Pharmacy. To initiate the process, download and complete the state form (available at [http://health.state.tn.us/Downloads/Pharm\\_9905\\_ResearcherApp.pdf](http://health.state.tn.us/Downloads/Pharm_9905_ResearcherApp.pdf)). This will require a concise description of the planned research use of the drug, a plan for secure storage, as well as payment of a fee. Once a state license number has been obtained the federal registration can be Initiated ([http://www.deadiversion.usdoj.gov/drugreg/reg\\_apps/index.html](http://www.deadiversion.usdoj.gov/drugreg/reg_apps/index.html)).

The federal fee is waived for academic institutions, requiring identification of the vice-chancellor for research as the institutional contact.

In the Tennessee Legend Drug and Controlled Substance Research Act of 1984 (See 53-14-104 License/Required/Application/Fees) it states:(a) No person shall manufacture, obtain, possess, administer or dispense a legend drug or controlled substance for the purpose of scientific research, chemical analysis, instruction or training of detection animals without having first secured a license to do so from the director.

This would also imply that even if a physician investigator maintains appropriate licensure for controlled substances used in his/her medical practice, (s)he must obtain research licensure from the Tennessee State Board of Pharmacy to use these substances in research involving animals and/or must modify his/her state license to include the use of controlled substances in the research setting.

# Frequently Asked Questions

*Did You Know?*

## *Institutional Biosafety Committee*

**Q: On the new rDNA registration form, Section 9 asks me (the PI) to indicate the appropriate classification and biosafety level for my work. Isn't the IBC responsible for determining the correct classification and biosafety level?**



A: According to the *NIH Guidelines for Research Involving Recombinant DNA Molecules*, the PI is responsible for knowing the appropriate classification (e.g. III-A, III-B, III-C, III-D, III-E, or III-F) and biosafety level (BSL-1, BSL-2, or BSL-3), and according to the NIH Office of Biotechnology Activities (OBA) the PI “must make a stab” at determining the appropriate levels. However, the UTHSC IBC is ultimately responsible for evaluating the research described in the registration and will indicate the appropriate levels upon approval of the registration.

**Q: I want to initiate a project that will require Biosafety Level-3 (BSL-3) containment in the new Regional Biocontainment Laboratory (RBL). What do I need to do to get approval to work in the RBL?**

A: First you need to contact the RBL Director, Dr. Gerry Byrne ([gbyrne@uthsc.edu](mailto:gbyrne@uthsc.edu)) who will schedule a meeting of the RBL Executive Committee to review the proposed work and the funding mechanisms that will support the research. If viewed as appropriate for the RBL, you will complete a Project Request Form available from the IBC office ([ibc@uthsc.edu](mailto:ibc@uthsc.edu)), which will then be reviewed by the Committee on Biocontainment and Restricted Entities (COBRE). The COBRE will assess whether all the necessary equipment for the project is available, whether the work involves use of Select Agents and whether the personnel will need Department of Justice clearance, and determine whether new SOPs will need to be generated before the work can be initiated. Work involving a new Select Agent will require approval by the UTHSC Responsible Official and Centers for Disease Control. Once the Project Request is approved, the PI will be provided with information on what additional documents may be needed before work can be initiated. Once all forms and approvals have been completed, the PI can contact the RBL Facility Manager to obtain access cards, to be assigned work space, and to schedule a start date for the project.

# Contact List



<i>Name</i>	<i>Title</i>	<i>Phone</i>
<b>Office of Research</b>		
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Bob Gallik	Sr. Design - Mechanical	448-2121
Don Martz	Sr. Design - Mechanical	448-2122
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Andrea Briggs	Animal Procurement	448-5656
Joyce Jones	Business Manager	448-5453
Sherry Frazier	Facility Supervisor	448-7308
Barbara Blakely	Spvr - Nash/Wittenborg	448-1429
Brad Stevens	Spvr - Coleman, Mol. Sci.	448-5454
Leadra Williford	Lead Technician, CRB	448-5656
David Hamilton, D.V.M.	Asst Prof-Nash/CRB	448-7311
Scott Jackson, D.V.M.	Instr - Coleman/Mol. Sci.	448-7134
<b>Molecular Resource Center</b>		
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William Taylor, Ph.D.	Director	448-6165
Tom Cunningham, Ph.D.	Associate Director	448-6191
Lorne Rose	Sr. Research Specialist	448-8229
Terry Mark-Major	Business Manager	448-2656
Vivian Simon	Accounting Asst	448-6194
Felicia Waller	Specialist	448-8746
Jian Yan	Research Associate	448-2730
<b>Cancer Research Building</b>		
Lawrence Pfeffer, Ph.D.	Director	448-7855
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