1. Approved minutes of March 2014 meeting

2. Committee reviewed the Biosafety Manual revisions

   Lengthy discussion led to the following conclusions and suggestions for further revision:

   1. An action plan needs to be emphasized for the response to acute biosafety situations

   2. A clear reporting structure is critical for this process

   In response to this, Mike Baltrusaitis will add to and/or clarify the following for the current Biosafety Manual:
      a. Reporting Structure
      b. Inspections
      c. Emergency and Contingency procedures

   Mike Sulzinski will check the University of Pennsylvania’s Biosafety Manual to ensure that ours remains current.

   It was noted that Dean Conniff should be included in the conversation regarding Reporting Structure and Inspections.

   Concerns were also expressed regarding off-site student lab use and disposal of infectious animal waste.

   The meeting adjourned at 1:00 p.m.