

10/30/2023 Meeting Agenda and Minutes - Meeting Minutes

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Status: DRAFT

Owner: Lance Coey

Modified: Lance Coey on Mar 6, 2024

IBC Meeting Attendees

- Joanne Sohn
- Douglas Durrant
- Wei-Jen Lin
- Anna Soper
- Robert Denman
- Jasmine Hyland
- Donna Lee
- Andrew Steele
- Erick Guandique
- Benjamin Lucas
- Lance Coey

Meeting Details

Meeting Title: Fall 2023 Biannual IBC Meeting

Date of meeting: October 30, 2023

Time of meeting: 10:00AM

Minutes. Lance routed the request through Risk Management and is working with their department to provide the information.

6. Meeting adjourned at 10:56AM.

Information Items

Add Information Items

BSL3 Laboratory Information

Add Lab Information

IBC Training

Add IBC Training

Notifications

Add Notifications

Attachments

Attach documents

Response to comments for BUA-R19

1. **COMMENT:** What is the specific source that the WNV-NY99 strain will be obtained from? Will it be purchased from a vendor, agency, or collaborator? I haven't been able to locate any information that would indicate the NIH or the CDC supply WNV-NY99 to researchers.

RESPONSE: The virus we are requesting is the isolate NY99-6922, lineage 1. It was isolated from a Culex mosquito in Nassau Co., New York, USA, on 9/29/1999. We have requested this from the Centers for Disease Control and Prevention (CDC), Deputy Director for Infectious Diseases (DDID), National Center for Emerging and Zoonotic Infectious Diseases (NCEZID), Division of Vector-Borne Diseases (DVBD), Arboviral Diseases Branch. Our contact is Brandy Russell, the Curator of the Arbovirus Reference Collection, WHO Collaborating Centre for Arthropod-Borne Viruses Reference and Research, Reference and Reagent Laboratory. I have included the contact's address, email, phone number, and link below.

Brandy Russell
Centers for Disease Control and Prevention
3156 Rampart Road, Fort Collins, CO 80521
email: bmk8@cdc.gov
office: (970) 225-4211
<https://www.cdc.gov/ncezid/dvbd/specimensub/arc/index.html>

The information about the isolate and the source of the NY99 strain has been added to the Biological Materials section of the BUA-R19 protocol proposal.

2. **COMMENT:** The BUA-R19 protocol submission needs to be updated to indicate the use of sharps and the procedure(s) that will be followed in the event of autoinoculation. The description of the work provided indicates that the mice will receive subcutaneous and intracranial inoculations, however the Risk Minimization section of the application indicates that sharps will not be used in the research project (see attached).

RESPONSE: Thank you for bringing attention to this matter. I have updated the Risk Minimization section of the BUA-R19 protocol proposal by specifically adding the following information:

- Identified four manipulations that involve sharps, including 1) WNV-NY99 inoculations, 2) blood collection for viral load and humoral response studies, 3) tissue collection for viral load, flow cytometric, ex vivo peptide restimulation, adoptive transfer, and histopathological studies, and 4) adoptive transfer of cells.
- Described procedure in the event of autoinoculation. Overall, personnel will be instructed to immediately clean the area with copious amounts of soap and water. They will also complete the necessary exposure forms and be referred to Student and Employee Health Services for documentation and evaluation. There is no current therapy or vaccine for West Nile virus.
- Added description of additional sharps safety practices, including:
 - o All needles and other sharps will be placed in a sharps disposal container immediately after use. The sharps disposal containers are kept within the BSL2 areas of the animal facilities and laboratory, where only authorized personnel can enter. All tools, instruments, and equipment used for tissue collection will be disinfected with an approved disinfectant, MB-10, for at least 10 minutes. Afterward, tools will be washed, rinsed, dried, and stored in a puncture-proof container. These practices reduce the risk of needle sticks, cuts, and punctures from contaminated or loose sharps or equipment.
 - o Information regarding who will perform inoculations. Please see the response to Comment #3.

3. **COMMENT:** Who will be performing the inoculations? If students, will the work be conducted under PI supervision?

RESPONSE: Douglas Durrant, the PI, will train and supervise all protocol personnel performing subcutaneous and intracranial inoculations. This information has been added to the BUA-R19 protocol proposal under the additional sharps safety practices in the Risk Minimization section. Please see the response to Comment #2.

4. **COMMENT:** The CITI training course titled, “*Training for Investigators, Staff and Students Handling Biohazards*” must be completed by all project personnel. Please provide me with copies of the completion certificates for verification.

RESPONSE: Thank you for bringing this to my attention. I am including with this response the following certificates of completion:

- Douglas Durrant. Completion on 13-Nov-23
- Alejandro Cortes. Completion on 15-Nov-2023
- Nadeem Halasah. Completion on 16-Nov-2023
- Valeria Hernandez. Completion on 31-Jan-23
- Joshua Herzler. Completion on 11-Sep-23
- Keven Kwok. Completion on 15-Nov-23

5. **COMMENT:** As recommended in the latest version of the “*Biosafety in Microbiological and Biomedical Laboratories*”, a risk assessment will need to be performed to determine if the procedures being conducted might warrant additional containment measures above BSL-2. Please let me know a few dates/times that would work best for you to complete this requirement and I will move my schedule around to accommodate.

RESPONSE: Per the email received on 11/8/2023, the BSL-2 containment practices for WNV-NY99 have been approved since no recombinant DNA will be used in any of our experiments. If the committee still feels it necessary to perform a risk assessment, we will happily accommodate. A PDF copy of the email has been attached to this response.

From: [Anna L Soper](#)
To: [Lance W. Coey](#); [Joanne J Sohn](#); [Wei-Jen Lin](#); [Andrew D Steele](#); [Jasmine Hyland](#); [Denman, Robert](#); [Lee, Donna](#)
Cc: [Erick Guandique](#)
Subject: Re: IBC Meeting Follow-up- Electronic Vote For BUA-R19
Date: Tuesday, November 21, 2023 10:42:30 AM

Hi Lance,

I will second the motion.

Best,
Anna

Anna L. Soper, Ph.D
Associate Professor
Plant Science Department
Don B. Huntley College of Agriculture
Cal Poly Pomona
alsoper@cpp.edu
608-698-0901

From: Lance W. Coey <lwcoey@cpp.edu>
Sent: Monday, November 20, 2023 5:03 PM
To: Joanne J Sohn <jsohn@cpp.edu>; Wei-Jen Lin <weijenlin@cpp.edu>; Andrew D Steele <adsteele@cpp.edu>; Jasmine Hyland <schnakenberg@cpp.edu>; Denman, Robert <rdenman@fullerton.edu>; Anna L Soper <alsoper@cpp.edu>; Lee, Donna <dlee@mtsac.edu>
Cc: Erick Guandique <eguandique@cpp.edu>
Subject: IBC Meeting Follow-up- Electronic Vote For BUA-R19

Hello IBC Members,

I wanted to provide an update regarding BUA-R19 for the protocol titled, "Elucidating the Role of Chemokine-Like Receptor 1 Expressing-Leukocytes within the Central Nervous System During West Nile Virus Encephalitis", that was submitted by Doug Durrant.

To address the concerns that were brought up during the previous IBC meeting, I asked Doug to respond to a list of comments and received the following responses:

1. **COMMENT:** What is the specific source that the WNV-NY99 strain will be obtained from? Will it be purchased from a vendor, agency, or collaborator? I haven't been able to locate any information that would indicate the NIH or the CDC supply WNV-NY99 to researchers.

RESPONSE: The virus we are requesting is the isolate NY99-6922, lineage 1. It was

isolated from a Culex mosquito in Nassau Co., New York, USA, on 9/29/1999. We have requested this from the Centers for Disease Control and Prevention (CDC), Deputy Director for Infectious Diseases (DDID), National Center for Emerging and Zoonotic Infectious Diseases (NCEZID), Division of Vector-Borne Diseases (DVBD), Arboviral Diseases Branch. Our contact is Brandy Russell, the Curator of the Arbovirus Reference Collection, WHO Collaborating Centre for Arthropod-Borne Viruses Reference and Research, Reference and Reagent Laboratory. I have included the contact's address, email, phone number, and link below.

Brandy Russell
Centers for Disease Control and Prevention
3156 Rampart Road, Fort Collins, CO 80521
email: bmk8@cdc.gov office: (970) 225-4211
<https://www.cdc.gov/ncezid/dvbd/specimensub/arc/index.html>

The information about the isolate and the source of the NY99 strain has been added to the Biological Materials section of the BUA-R19 protocol proposal.

2. **COMMENT:** The BUA-R19 protocol submission needs to be updated to indicate the use of sharps and the procedure(s) that will be followed in the event of autoinoculation. The description of the work provided indicates that the mice will receive subcutaneous and intracranial inoculations, however the Risk Minimization section of the application indicates that sharps will not be used in the research project.

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rinsed, dried, and stored in a puncture-proof container. These practices reduce the risk of needle sticks, cuts, and punctures from contaminated or loose sharps or equipment.

- Information regarding who will perform inoculations. Please see the response to Comment #3.

3. **COMMENT:** Who will be performing the inoculations? If students, will the work be conducted under PI supervision?

RESPONSE: Douglas Durrant, the PI, will train and supervise all protocol personnel performing subcutaneous and intracranial inoculations. This information has been added to the BUA-R19 protocol proposal under the additional sharps safety practices in the Risk Minimization section. Please see the response to Comment #2.

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5. **COMMENT:** As recommended in the latest version of the *“Biosafety in Microbiological and Biomedical Laboratories”*, a risk assessment will need to be performed to determine if the procedures being conducted might warrant additional containment measures above BSL-2. Please let me know a few dates/times that would work best for you to complete this requirement and I will move my schedule around to accommodate.

RESPONSE: Per the email received on 11/8/2023, the BSL-2 containment practices for WNV-NY99 have been approved since no recombinant DNA will be used in any of our experiments. If the committee still feels it necessary to perform a risk assessment, we will happily accommodate. A PDF copy of the email has been attached to this response.

As mentioned in this last response, I reached out to the NIH and confirmed that the *NIH Guidelines* do not apply to the experiments since they do not involve the use of recombinant or synthetic DNA. Therefore, the biosafety level for the work conducted with the WNV-NY99 strain should be

determined by the IBC based on risk assessment and the recommendations provided in the *Biosafety in Microbiological and Biomedical Laboratories* (BMBL) 6th Edition. According to the West Nile Virus entry in the BMBL, BSL-2 containment practices are recommended based on the following justification:

“Given the significant number of laboratories working with WNV (with only three parenteral LAIs in the past two decades) and the nearly complete endemicity across the U.S., BSL-2 practices, containment equipment, and facilities are now recommended for all manipulations of WNV. BSL-2 practices and facilities are similarly recommended for the closely related and also endemic St. Louis encephalitis virus. As always, each laboratory should perform a risk assessment to determine if the procedures being conducted might warrant additional containment measures.”

Also, according to the BMBL the risk of serious illness only occurs in approximately 0.67% of those infected with WNV, while ~20% experience more mild symptoms and the majority do not have symptoms at all:

“While WNV can cause serious neurologic disease, most people infected with WNV do not have symptoms. About one in five people who are infected develop a fever with other symptoms such as headache, body aches, joint pains, vomiting, diarrhea, or rash. About one out of 150 infected people develop a serious, sometimes fatal, illness affecting the central nervous system such as encephalitis (inflammation of the brain) or meningitis (inflammation of the membranes that surround the brain and spinal cord).”

Finally, I have spoken with Cindy Tessler, who oversees the activities conducted at the campus Animal Care Facility, regarding the practices she has observed while Doug and his project personnel work in the laboratory. She confirmed that Doug is always present supervising the project when the high hazard procedures of his experiments are being conducted as described in the response to Comment #2 and that their group has not experienced any reportable incidents (personnel exposure, complex spills, loss of containment, failure to follow approved containment conditions, etc.) during their time working with the closely related *Flaviviridae Kunjin* virus. She also said that she has no concerns or issues with Doug and his team conducting the WNV experiments in the Animal Care Facility due to their proven adherence to protocol and safety procedures..

Given the above information and justifications I would like to initiate an electronic vote for BUA-R19:

- **Motion: To approve the revised submission of BUA-R19 allowing for work with WNV-NY99 to be conducted under BSL-2/ABSL-2 containment practices with the following condition:**
 - The BSO performs a laboratory risk assessment with the PI prior to the initiation of any work with the WNV-NY99 to determine if the procedures being conducted might warrant additional containment measures.

Would anyone be willing to second this motion?

Best Regards,

Lance Coey
Biosafety Officer, Environmental Health & Safety (EH&S)
California State Polytechnic University, Pomona
81A, 3801 West Temple Ave., Pomona, CA 91768
909-869-5054, lwcoey@cpp.edu

From: [Joanne J Sohn](#)
To: [Lance W. Coey](#)
Subject: Re: IBC Meeting Follow-up- Electronic Vote For BUA-R19
Date: Tuesday, November 21, 2023 11:51:48 AM

Approve. Thanks.

Joanne

Joanne Sohn, DVM, MPH
Professor, Animal and Veterinary Sciences
California State Polytechnic University, Pomona
Don B. Huntley College of Agriculture
3801 W. Temple Ave.
Pomona, CA 91768
Email: jsohn@cpp.edu
Office phone: 909-869-2401
Office 2-104

From: Lance W. Coey <lwcoey@cpp.edu>
Date: Tuesday, November 21, 2023 at 11:14 AM
To: Anna L Soper <alsoper@cpp.edu>, Joanne J Sohn <jsohn@cpp.edu>, Wei-Jen Lin <weijenlin@cpp.edu>, Andrew D Steele <adsteele@cpp.edu>, Jasmine Hyland <schnakenberg@cpp.edu>, Denman, Robert <rdenman@fullerton.edu>, Lee, Donna <dlee@mtsac.edu>
Cc: Erick Guandique <eguandique@cpp.edu>
Subject: RE: IBC Meeting Follow-up- Electronic Vote For BUA-R19

Thanks Anna!

Everyone else- please respond to this email thread with your vote to approve or oppose the motion by **5:00PM Wednesday, November 29th**.

If you oppose the motion, please provide the reason(s) as well for open discussion.

Best Regards,

Lance Coey
Biosafety Officer, Environmental Health & Safety (EH&S)
California State Polytechnic University, Pomona
81A, 3801 West Temple Ave., Pomona, CA 91768
909-869-5054, lwcoey@cpp.edu

From: [Wei-Jen Lin](#)
To: [Lance W. Coey](#)
Subject: RE: IBC Meeting Follow-up- Electronic Vote For BUA-R19
Date: Tuesday, November 21, 2023 12:07:32 PM

Hi, Lance:

I approve the revision as you suggested. Thanks for the summary which is very helpful.

Best,
Wei-Jen

Wei-Jen Lin | Professor & Biotechnology Internship Advisor
Biological Sciences Department
California State Polytechnic University
3801 W. Temple Ave. Pomona, CA 91768
909-869-4179 | Bldg 4-3-760
Office Hour Tue/Wed 1:00 – 2:00 PM; Thu 4:00 PM – 5:00 PM (Walk-in or Request Zoom)

From: Lance W. Coey <lwcoey@cpp.edu>
Sent: Tuesday, November 21, 2023 11:14 AM
To: Anna L Soper <alsoper@cpp.edu>; Joanne J Sohn <jsohn@cpp.edu>; Wei-Jen Lin <weijenlin@cpp.edu>; Andrew D Steele <adsteele@cpp.edu>; Jasmine Hyland <schnakenberg@cpp.edu>; Denman, Robert <rdenman@fullerton.edu>; Lee, Donna <dlee@mtsac.edu>
Cc: Erick Guandique <eguandique@cpp.edu>
Subject: RE: IBC Meeting Follow-up- Electronic Vote For BUA-R19

Thanks Anna!

Everyone else- please respond to this email thread with your vote to approve or oppose the motion by **5:00PM Wednesday, November 29th**.

If you oppose the motion, please provide the reason(s) as well for open discussion.

Best Regards,

Lance Coey
Biosafety Officer, Environmental Health & Safety (EH&S)
California State Polytechnic University, Pomona
81A, 3801 West Temple Ave., Pomona, CA 91768
909-869-5054, lwcoey@cpp.edu

From: Anna L Soper <alsoper@cpp.edu>
Sent: Tuesday, November 21, 2023 10:42 AM

From: [Denman, Robert](#)
To: [Lance W. Coey](#)
Subject: Ex: RE: IBC Meeting Follow-up- Electronic Vote For BUA-R19
Date: Tuesday, November 21, 2023 12:55:57 PM

Approved.

Thanks,

Rob

From: Lance W. Coey <lwcoey@cpp.edu>
Sent: Tuesday, November 21, 2023 11:14 AM
To: Anna L Soper <alsoper@cpp.edu>; Joanne J Sohn <jsohn@cpp.edu>; Wei-Jen Lin <weijenlin@cpp.edu>; Andrew D Steele <adsteele@cpp.edu>; Jasmine Hyland <schnakenberg@cpp.edu>; Denman, Robert <rdenman@fullerton.edu>; Lee, Donna <dlee@mtsac.edu>
Cc: Erick Guandique <eguandique@cpp.edu>
Subject: [External] RE: IBC Meeting Follow-up- Electronic Vote For BUA-R19

External Email Use Caution and Confirm Sender

Thanks Anna!

Everyone else- please respond to this email thread with your vote to approve or oppose the motion by **5:00PM Wednesday, November 29th**.

If you oppose the motion, please provide the reason(s) as well for open discussion.

Best Regards,

Lance Coey
Biosafety Officer, Environmental Health & Safety (EH&S)
California State Polytechnic University, Pomona
81A, 3801 West Temple Ave., Pomona, CA 91768
909-869-5054, lwcoey@cpp.edu

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Sent: Tuesday, November 21, 2023 10:42 AM
To: Lance W. Coey <lwcoey@cpp.edu>; Joanne J Sohn <jsohn@cpp.edu>; Wei-Jen Lin <weijenlin@cpp.edu>; Andrew D Steele <adsteele@cpp.edu>; Jasmine Hyland <schnakenberg@cpp.edu>; Denman, Robert <rdenman@fullerton.edu>; Lee, Donna <dlee@mtsac.edu>

From: [Lee, Donna](#)
To: [Lance W. Coey](#); [Anna L Soper](#); [Joanne J Sohn](#); [Wei-Jen Lin](#); [Andrew D Steele](#); [Jasmine Hyland](#); [Denman, Robert](#)
Cc: [Erick Guandique](#)
Subject: Ex: RE: IBC Meeting Follow-up- Electronic Vote For BUA-R19
Date: Monday, November 27, 2023 12:05:49 PM

Some people who received this message don't often get email from dlee@mtsac.edu. [Learn why this is important](#)

Vote for approval of the motion.



Donna Lee
Laboratory Technician II
Biological Sciences

✉ dlee@mtsac.edu
☎ [\(909\) 274-4545](tel:(909)274-4545)

Mt. San Antonio College
1100 N. Grand Ave.,
Walnut CA 91789
www.mtsac.edu

From: Lance W. Coey <lwcoey@cpp.edu>
Sent: Tuesday, November 21, 2023 11:14 AM
To: Anna L Soper <alsoper@cpp.edu>; Joanne J Sohn <jsohn@cpp.edu>; Wei-Jen Lin <weijenlin@cpp.edu>; Andrew D Steele <adsteele@cpp.edu>; Jasmine Hyland <schnakenberg@cpp.edu>; Denman, Robert <rdenman@fullerton.edu>; Lee, Donna <dlee@mtsac.edu>
Cc: Erick Guandique <eguandique@cpp.edu>
Subject: RE: IBC Meeting Follow-up- Electronic Vote For BUA-R19

EXTERNAL SENDER - Exercise caution with requests, links, and attachments.

Thanks Anna!

Everyone else- please respond to this email thread with your vote to approve or oppose the motion by **5:00PM Wednesday, November 29th**.

If you oppose the motion, please provide the reason(s) as well for open discussion.

Best Regards,

Lance Coey

From: [Andrew D Steele](#)
To: [Lee, Donna](#); [Lance W. Coey](#); [Anna L Soper](#); [Joanne J Sohn](#); [Wei-Jen Lin](#); [Jasmine Hyland](#); [Denman, Robert](#)
Cc: [Erick Guandique](#)
Subject: Re: Ex: RE: IBC Meeting Follow-up- Electronic Vote For BUA-R19
Date: Monday, November 27, 2023 8:32:55 PM

Hi,

I also vote for approval of this motion. I know that I was worried, but this sounds less risky than I had initially thought.

Thanks,

Andy

Andrew Steele, PhD
Professor
Biological Sciences Department
California State Polytechnic University, Pomona
adsteele@cpp.edu
(909) 869 2480
Building 8-142 lab/ 8-142A office
<https://www.cpp.edu/faculty/adsteele/>

From: Lee, Donna <dlee@mtsac.edu>
Sent: Monday, November 27, 2023 12:05 PM
To: Lance W. Coey <lwcoey@cpp.edu>; Anna L Soper <alsoper@cpp.edu>; Joanne J Sohn <jsohn@cpp.edu>; Wei-Jen Lin <weijenlin@cpp.edu>; Andrew D Steele <adsteele@cpp.edu>; Jasmine Hyland <schnakenberg@cpp.edu>; Denman, Robert <rdenman@fullerton.edu>
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Vote for approval of the motion.



Donna Lee
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Biological Sciences

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1100 N. Grand Ave.,
Walnut CA 91789
www.mtsac.edu

From: [Jasmine Hyland](#)
To: [Lance W. Coey](#)
Subject: Re: IBC Meeting Follow-up- Electronic Vote For BUA-R19
Date: Wednesday, November 29, 2023 4:02:05 PM

Thank you for the reminder. Please mark me down as a “yes” vote.

Kind regards,
Jasmine

From: Lance W. Coey <lwcoey@cpp.edu>
Sent: Wednesday, November 29, 2023 3:55:44 PM
To: Jasmine Hyland <schnakenberg@cpp.edu>
Subject: RE: IBC Meeting Follow-up- Electronic Vote For BUA-R19

Hi Jasmine,

Just a friendly reminder that the deadline to vote on the approval motion for BUA-R19 is today at 5:00PM. I wanted to check in to see if you had any feedback or wanted to provide a vote for the record. If not, I'll mark your vote down as abstaining.

Best Regards,

Lance Coey
Biosafety Officer, Environmental Health & Safety (EH&S)
California State Polytechnic University, Pomona
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