

# The Research Notebook

*A Publication of the Office of Research*

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## ***First UT CTSI "Think Tank" Retreat***

The UT Clinical and Translational Science Institute (CTSI) Novel Translational Methodologies Platform (NTMP) held its first "Think Tank" on Human Genomics at the Folgelman Center at the University of Memphis on November 19, 2009. This was the first of a series of retreats planned by the NTMP. These "Think Tanks" will identify and prioritize future needs for new technologies and methodologies, then germinate and promote the development of innovative solutions to address these needs. The impact of the output of this ongoing NTMP strategic planning process on the projects utilizing the CTSI will be continuously evaluated with regard to how resultant new methodologies/technologies contribute to the success of projects utilizing the CTSI.



Attendees of the Human Genomics Think Tank included organizers Robert Williams, PhD, Director of the UT CTSI Biomedical Informatics Unit and the UT CITG; Lawrence Reiter, PhD, NTMP Type I Maven, researcher in the area of the genetics of autism; and Dennis Black, MD, UT CTSI Associate Director and NTMP Director. Guests included James Sutcliffe, PhD, from Vanderbilt University, an expert on the genetic basis of autism and related traits, epilepsy and complex genetic diseases; Michael Cariaso, PhD, from KeyGene, the Netherlands, an expert in individualized genomics and informatics and a developer of SNPedia and Promethease software; and Mary Relling, PharmD, Chair of Pharmaceutical Sciences at St. Jude Children's Research Hospital and preeminent in the area of pharmacogenomics. Other participants included; Ron Adkins, PhD, from the Department of Pediatrics and the Children's Foundation Research Center who studies genetic and epigenetic factors that influence early childhood growth and development; Bruce Alpert, MD, a UT pediatric cardiologist who studies the genetic determinants of hypertension in children; Ramin Homayouni, PhD, from the University of Memphis and a Co-Director of the UT CTSI Biomedical Informatics Unit; Alexander

*(Continued on page 2)*

## ***CTSI "Think Tank" cntd***

Ianaccone, MD, UT researcher in the area of the genetics of retinal degeneration; Mark LeDoux, MD, PhD, a UT neurologist who studies the genetic basis of hereditary dystonia; Donald Thomason, PhD, Director of the UT CTSI Research Technologies Unit; and Anand Kulkarni, MD, who oversees the CTSI Biobank in the Department of Pathology.

This Human Genomics Think Tank focused on the current and future needs of CTSI users in the areas of human genomics and associated informatics requirements and the exploitation of our local genetics and genomics resources to coordinate, expand, and enhance research programs involving human genetics, especially those within the emphasis areas of Neurosciences; Immunologic and Infectious Diseases; and Cardiovascular Diseases, Obesity and Diabetes. Participants discussed aspects of translational research in Memphis and across CTSI affiliates that would benefit from academic and industry genomics resources within the UT CTSI framework, how to engage more researchers and clinicians to become aware of these resources, and how to access and utilize them effectively. A key need is more manpower and intellectual capital to assist researchers in conducting state-of-the-art human genomics research, including genome-wide association studies and complex trait analyses. A five-year strategic plan was drafted, and workgroups were organized and charged in the areas of Bioinformatics; Biomedical Informatics and Genomics; Genetic/Genomic Clinical Coordinators; Biobanking; Human Genomics Technology; and Collaboration. The full report of this meeting will be posted soon on the UT CTSI website ([www.uthsc.edu/ctsi](http://www.uthsc.edu/ctsi)).

## ***Model Organisms: The future of human disease research?***

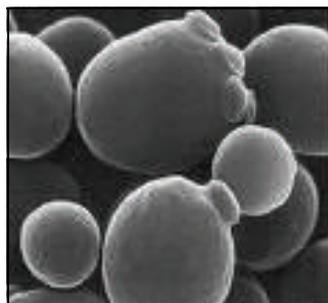
CRB Auditorium

The third Friday of the month

12-1pm

The UTHSC CTSI is proud to continue to support seminars that bridge the gap between basic research on classic genetic model organisms and human disease. The audience will be exposed to research using a variety of genetic model organisms that directly address questions about human genetic disease, cancer, and infectious disease. Lecturers come from a variety of backgrounds representing research on classic model organisms like *Drosophila melanogaster*, *Danio rerio*, *Caenorhabditis elegans*, *Saccharomyces cerevisiae* and even *Mus musculus*! There is still much to be learned on the basic level about things such as pattern formation, cell cycle regulation, nervous system development, but that is not the focus of this seminar series. The spring series will include world-renowned investigators including M. Celeste Simon – February 19th (mouse models of cancer), Tim Hughes – March 19th (transcriptional pathway analysis using yeast), Guy and Kim Caldwell – April 16<sup>th</sup> (worm models of Parkinson's disease and dystonia), and Brad Yoder – May 21st (worm models of cilia related disorders).

The spring series will take place in the Cancer Research Building auditorium and lunch will be provided. All of the seminars in the series take place at noon on the third Friday of month. We hope you will join us for these stimulating seminars that were designed to spark interest in models of human disease research.



## ***Nobel Laureate Doherty Key Note Speaker for Postdoctoral Research Day***

On December 10, 2009, the UTHSC Postdoc Office and Postdoc Association hosted the 2<sup>nd</sup> Annual Postdoctoral Research Day. Over 100 people attended, including UTHSC postdocs, research associates, faculty and students as well as postdocs from St. Jude Children's Research Hospital and students from Christian Brothers University.

Nineteen UTHSC postdocs and research associates presented posters of their research and competed for poster awards sponsored by the Office of Academic, Faculty and Student Affairs. Nineteen

UTHSC faculty members who serve as postdoctoral mentors judged the posters. Dr. Megan Mulligan, Dept. of Anatomy & Neurobiology, won first place (\$100); Dr. Zoran Pavicevic, Dental Research Center, won second place (\$50); and Dr. Debeshi Majumdar, Dept. of Pathology, won third place (\$50), redeemable at UTHSC General Stores to purchase items to aid them in their continued research.

Prior to the event, four postdocs competed for the \$4000 travel awards provided by the Office of Research. The review committee, consisting of Vice Chancellor for Research, two Postdoc Advisory Committee members, two Postdoc Association members, and one mentor, made their selections based on quality of abstract, personal statement and career development, CV and a letter from the postdoc's mentor. Dr. Nora Urraca, Dept of Neurology, and Dr. Fariboz Yaghini, Dept of Pharmacology, each received \$2000 to cover travel expenses to present research posters at a national scientific meeting of their choice.

The highlight of the day was the presentation by the keynote speaker, Dr. Peter Doherty, 1996 Nobel Prize Laureate in Medicine. His enlightening and entertaining recollections of "The Scientific Life," included sage advice for researchers at all stages of their careers.



Nobel Laureate, Dr. Peter Doherty and Dr. Anna Bukiya, Postdoc, Dept. of Pharmacology and Vice-President UTHSC Postdoc Association.



Nobel Laureate, Dr. Peter Doherty delivering Key Note Address

## ***Clinical Research Curriculum Expands***

The UTHSC graduate program in Epidemiology has added new courses to its offerings for 2010, expanding opportunities for course participants to strengthen their clinical and translational research skills. Offered as electives in the College of Graduate Health Sciences, the new courses include:



- BIOE 829: Introduction to Geographic Information Systems (GIS) for Use with Health-Related Data, focusing on practical application of basic GIS software tools to work with health-related data;
- BIOE 830: Translational Research Implementation Case Studies, exposing students to characteristics and components of different types of translational research;
- BIOE 841: Application of Statistical Methods Using R Software, equipping students with the necessary skills in R programming to tailor a statistical analysis to a particular research question;
- BIOE 842: Applied Survival Analysis, emphasizing necessary statistical methods and techniques to design and analyze studies with survival data;
- BIOE 843: Healthcare Epidemiology, covering concepts and methods of applied epidemiology in healthcare settings.

For more information on these courses and the Epidemiology program's clinical research curriculum expansion, supported by K30 grant funding from the National Institutes of Health, visit the K30 Award web page at <http://www.uthsc.edu/prevmed/pm/k30.html> or contact either Elizabeth Webb at [ewebb@uthsc.edu](mailto:ewebb@uthsc.edu) or Pamela Connor, Ph.D. at [dconnor@uthsc.edu](mailto:dconnor@uthsc.edu).

## ***Welcome to the CTSI Clinical Research Unit***

Effective December 1, 2009, the General Clinical Research Center located at Methodist University Hospital has been integrated into the UT Clinical & Translational Science Institute, Clinical Research Unit (CTSI CRU). General Clinical Research Centers have been funded by NIH for over forty years and are transitioning to CTSI units nationwide. The UT CTSI CRU is a catalyst for major transformation of the research culture that stimulates interdisciplinary clinical and translational research among UT CTSI partner institutions and organizations.

The CRU provides state-of-the-art clinical research support services, space, equipment, personnel, leadership, and the infrastructure for the ethical conduct of clinical trials required to conduct high quality clinical and translational studies by UT faculty, trainees, and students. The CRU will support high acuity inpatient and outpatient studies, collaborative studies that define optimal therapy for specific diseases, and a broad range of clinical trials. The CRU also serves as a venue for mentoring students, trainees, and faculty in the discipline of clinical and translational research. Please visit the CRU on the web at <https://ctsi.uthsc.edu/programs.php?show=cru> for additional information.

## ***Entrepreneurial Workshop for Faculty and Students***

Invention to Venture, a one-day entrepreneurial workshop, will be held Friday, February 19, at the Student Alumni Center. The workshop will begin at 7:30 a.m. with a networking breakfast and will conclude by 5 p.m.

The event, hosted by the University of Tennessee Research Foundation (UTRF), will feature entrepreneurial topics presented by local business experts and practicing entrepreneurs. Topics will include identifying customers, protecting intellectual property, forming business plans and funding your business.

The workshop is designed for university faculty and students, but it is also open to the public. Admission is \$5 for students, \$10 for faculty and \$25 for all other attendees. The fee includes a continental breakfast, lunch and a participant guide.

Seats are limited and will be assigned on a first come, first served basis. Registration deadline is Monday, February 15, and should be done online at <http://www.invention2venture.org/tennessee>. A schedule of topics and speakers can be found on the UTRF website at <http://utrf.tennessee.edu>. For more information, contact Dr. Richard Magid at 448-1562 or [rmagid1@uthsc.edu](mailto:rmagid1@uthsc.edu).

## ***Chaum Awarded RPB Senior Scientific Investigator Awards***

Edward Chaum, M.D., Ph.D., the Plough Foundation Professor of Retinal Diseases at the University of Tennessee Health Science Center, Hamilton Eye Institute has been awarded a \$75,000 Senior Scientific Investigator Award by Research to Prevent Blindness (RPB). The RPB Senior Scientific Investigator Awards support nationally recognized senior scientists conducting eye research at medical institutions in the United States. Dr. Chaum is one of 169 scientists at 56 institutions so honored since the award was established in 1987.



Dr. Chaum's work focuses on teaching computers to analyze and track the progression of blinding eye diseases using sophisticated image analysis algorithms and methods. Serial analysis of disease progression over a period of years in patients with complex disease features such as those seen in age-related macular degeneration and hereditary retinal degenerations is highly problematic and difficult to accurately quantify using the current manual reading methods. The goal of the award project is to leverage prior work on computer-assisted diagnosis of diabetic retinopathy, done in collaboration with computer scientists at Oak Ridge National Laboratory, and apply novel image analysis algorithms to the accurate quantification of retinal disease progression in an automated fashion. These methods are anticipated to improve the ability to determine therapeutic efficacy in clinical trials in which retinal features manifest as complex and subtle changes over time. Validation of these methods would establish a new paradigm for accurately and objectively quantifying retinal disease progression, leading to improved outcomes assessments in clinical trials and genotype/phenotype correlation studies.

RPB is the world's leading voluntary organization supporting eye research. Since it was founded in 1960, RPB has channeled hundreds of millions of dollars to medical institutions for research into the causes, treatment, and prevention of blinding eye diseases. For information on RPB, RPB-funded research, eye disorders, and the RPB Grants Program, go to [www.rpbusa.org](http://www.rpbusa.org).

## ***Bridge Support Funding Pays Off***

Bridge Support recipients for the period July 1, 2006 – June 30, 2009, have received awards totaling over \$20.4 million. The Office of Research continues to provide Bridge Support funding to eligible University of Tennessee Health Science Center faculty members. This funding is intended to provide temporary, reduced support to keep key personnel and to continue laboratory or research operations while full support is being sought from outside agencies.

Over the last three years, sixteen awards were made to investigators, with a total of \$653,836 provided through the Bridge Support program. Of these sixteen awards, six investigators restored their grants with awards totaling more than \$10.3 million, and also received over \$2.8 million in funding for other research projects. Ten investigators were not able to restore their grants, but were subsequently funded from extramural sources, primarily NIH, in the amount of \$7.3 million. Every one dollar awarded through the Bridge Support program resulted in \$31.20 dollars in extramural funding for these investigators.



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

# Research Support Services

## *LACU PPE Reminder*

**Personal protective equipment (PPE)** is worn in laboratories and animal facilities to protect personnel from biological and chemical hazards, and animal allergens, as well as to reduce the potential of introducing pathogens into the animal facility. Appropriate use of PPE is an important part of the University's Occupational Health and Safety and Animal Care and Use Programs. PPE including gloves, shoe covers, gowns, lab coats, masks, and head covers should be donned in the laboratory prior to working with hazards or when entering an animal facility. It should be changed when soiled or contaminated, and removed before leaving the lab or animal facility. There are frequent reports of UTHSC research personnel wearing personal protective equipment (PPE) such as gloves and soiled lab coats in public areas. As a reminder, PPE must not be worn in public areas such as elevators and corridors as it may be contaminated and thus pose an exposure risk to other personnel. Personnel who wear soiled PPE in public areas often touch doorknobs, elevator buttons and other surfaces with gloved hands. Others who touch those same surfaces may be unknowingly and unnecessarily exposed to potential hazards. Exiting a laboratory or animal facility while wearing PPE is a breach of the UTHSC occupational health policy and OSHA guidelines. If you have any questions regarding the appropriate use of PPE, please contact Evelyn Lewis, RN, BSN, COHN-S, Occupational Health Coordinator at 448-5630 or Francine Rogers, Institutional Biosafety Officer at 448-3537.



## *Stimulus Bill Expands HIPAA Rules*

The Health Information Technology for Economic and Clinical Health (HITECH) Act was enacted as part of the American Recovery and Reinvestment Act. The HITECH Act legislates 'Improved Privacy and Security Provisions', including:

- Stricter enforcement for HIPAA violations through additional levels of criminal and civil penalties
- Extending HIPAA compliance to business associates of covered entities
- Additional disclosure documentation
- Data breach notification for unauthorized disclosures of protected health information including:
  - Notification to individuals, public media, and to the Secretary of Health and Human Services within 60 days
  - Requirements apply to all protected health information including limited data sets, either in paper or electronic form



All unauthorized disclosures of protected health information must be reported. For more information, please contact Carolyn Moffitt, Privacy Officer, at 448-1672 or [cmoffitt@uthsc.edu](mailto:cmoffitt@uthsc.edu) or Joe Morrison, IT Security Officer, at 448-1774 or [jmorri24@uthsc.edu](mailto:jmorri24@uthsc.edu). See this url for the full text of the data breach notification rule <http://www.hhs.gov/ocr/privacy/hipaa/administrative/enforcementrule/hitechenforcementifr.html>.

# Office of Research Administration

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

The new NIH grant forms are now available and must be used for all submissions. Instructions for the various sections have been re-written; be sure to read the instructions to know what to put into each section of the new forms. The new forms include changes to page limits, a summary of which is below and available at: [http://enhancing-peer-review.nih.gov/page\\_limits.html](http://enhancing-peer-review.nih.gov/page_limits.html)

<b>Section of Application with Page Limits</b>	<b>Page Limits *</b>
<b>Introduction to Revision Application</b> For all Activity Codes	1 page
<b>Introduction to Resubmission Application</b> For all Activity Codes EXCEPT Training (T, D), K12, and R25	1 page
<b>Introduction to Resubmission Application</b> For institutional Training (T), International Training (D43, D71), Institutional Career Awards (K12), and Research Education Applications (R25)	3 pages
<b>Introduction to Revision or Resubmission Applications</b> For each project and core of multi-component applications	1 page
<b>Specific Aims</b> For all Activity Codes that use an application form with the Specific Aims section	1 page
<b>Research Strategy</b> For Activity Codes R03, R13/U13, R21, R36, R41, R43, Fellowships (F), SC2, SC3	6 pages
<b>Research Strategy</b> For Activity Codes R01, single project U01, R10, R15, R18, U18, R21/R33, R24, R33, R34, U34, R42, R44, DP3, G08, G11, G13, UH2, UH3, SC1	12 pages
<b>Research Strategy</b> For each project and core of multi-component applications, such as Program Project/Center (P)	Generally 6 or 12 pages**
<b>Research Strategy</b> For all other Activity Codes	Follow FOA instructions
<b>Combined: Research Strategy and first four items of Candidate Information</b> For Individual Career Development Award (K) Applications	12 pages
<b>Items 2 - 5 of Research Training Program Plan</b> For Institutional Career Development and Research Training Applications, including K12, T, D43, and D71	25 pages
<b>Research Education Program Plan</b> For Research Education Grant Applications (R25)	25 pages
<b>Biographical Sketch</b> For All Activity Codes except DP1 and DP2	4 pages
<b>Biographical Sketch</b> For DP1 and DP2	2 pages

\* FOA instructions always supersede these instructions

\*\*Each project or core will follow the page limit of the equivalent activity code. For example, if a project is equivalent to an R01, the project will be allowed 12 pages. Review the FOA and IC website for details.

(Continued on page 8)

## ***New NIH Forms Available (cntd.)***

*(Continued from page 7)*

There are also changes in the research plan instructions; here is a summary:

<b>Former Research Plan (Section 5.5)</b>	<b>Restructured Research Plan (Section 5.5)</b>
1. Introduction to Application (Resubmission or Revision Applications only)	1. Introduction to Application (Resubmission or Revision Applications only)
2. Specific Aims	2. Specific Aims
3. Background and Significance	3. Research Strategy
4. Preliminary Studies/Progress Report	a. Significance
5. Research Design and Methods	b. Innovation
	c. Approach
	<ul style="list-style-type: none"> <li>•Preliminary Studies for New Applications</li> <li>•Progress Report for Renewal/Revision Applications</li> </ul>
6. to 12.	4. to 10. (renumbered)
13. Select Agent Research	11. Select Agent Research (modified)
14. to 17.	12. to 15. (renumbered)

More information on the changes is available at <http://grantsnih.gov/grants/guide/notice-files/not-od-09-149.html> and at [http://enhancing-peer-review.nih.gov/docs/application\\_changes.pdf](http://enhancing-peer-review.nih.gov/docs/application_changes.pdf) The new forms with UTHSC general information pre-populated are available at [http://www.uthsc.edu/research/research\\_administration/e\\_grant\\_submission.php](http://www.uthsc.edu/research/research_administration/e_grant_submission.php).

## ***February/March NIH Deadlines Expected to be Busy***

Due to the recent changes in the NIH page limits and instructions, we expect the February/March deadlines to be especially busy; so please remember the 5-working-day advance deadline for submission of the FINAL, routed version to ORA. As always, our office will take care of minor changes; but page limit excesses and other problems resulting from the changes in instructions will require revision by the PI/Department. Please be sure the PI is available for questions and/or revisions until the final grant has been submitted to the agency with no errors.

## ***ORA Training Sessions Available***

The Office of Research Administration offers periodic training sessions for the campus whenever there are major changes to funding agency forms, guidelines, etc. However, ORA personnel are happy to meet with faculty and staff individually or in groups, upon request, to offer special sessions. If you'd like a session on the new NIH forms and guidelines, general information about grant applications, the UTHSC grant process, MTAs, or other topics of interest, please contact Debbie Smith at [dsmith@uthsc.edu](mailto:dsmith@uthsc.edu) or 901 448-4823.



# Frequently Asked Questions

## *Did You Know?*

### *Research Administration*

**Q: I can't remember my era Commons password. Can ORA help?**

A: ORA staff cannot look up passwords in Commons. You should go to the era Commons web page <https://commons.era.nih.gov/commons/>, enter your Commons ID (ORA can help with that if you can't remember it), and click on the "forgot password" button. A new temporary password will be sent to your e-mail account.



**Q: With all the notifications about the UTHSC domain change, what will happen if I do not change my e-mail address in era Commons or on other agency web sites?**

A: If you do not change your e-mail address on the agency web sites, you will not receive agency correspondence after March 1, 2010. The agency will be notified that the old address is no longer valid, but they will not receive notification of your new address unless you make the change.

**Q: When will the new NIH grant application forms with revised page limits be available?**

A: The new NIH forms are available now.

**Q: When must PIs use the new forms with the shorter page limits?**

A: The NIH began requiring use of the forms January 25, 2010.

**Q: Where can I find the new NIH grant application forms?**

A: Forms are available at [www.grants.gov](http://www.grants.gov) and at the NIH web page: [http://enhancing-peer-review.nih.gov/docs/application\\_changes.pdf](http://enhancing-peer-review.nih.gov/docs/application_changes.pdf) Parent R01, R03, and R21 forms for each of the UTHSC sites (Memphis, Chattanooga, and Knoxville) with pre-populated UTHSC and location-specific information are available on the ORA e-submission page: [http://www.uthsc.edu/research/research\\_administration/](http://www.uthsc.edu/research/research_administration/)

**Q: What's the new page limit for the NIH biosketch?**

A: The page limit for the biosketch for most grants is four pages; the biosketch now also requires a **personal statement** describing why the experience and qualifications of the individual make him/her particularly suited to his/her role on this project. **Publications are now limited to 15** and should be selected based on recency, importance to the field, and relevance to the project. These new requirements may necessitate tailoring the biosketch for each project.

**Q: What are the changes to the Resources and Facilities Page in the new grant forms?**

A: The Resources and Facilities page must include a description of **how the scientific environment will contribute** to the probability of success of the project. Early stage investigators must describe the **institutional investment** in the success of the investigator.

**Q: If a PI names a particular consultant and/or subcontractor on a grant application and the grant is funded, can the PI hire a different consultant or choose a different subcontractor?**

A: If the consultant is listed on the application as a Key Person, selecting a different consultant would require agency approval since agency approval is required for changes in status of key personnel for "withdrawal from the project; absence for any continuous period of 3 months or more; reduction of time devoted to project by 25 percent or more from level in approved application." (NIH Grants Policy Statement) Depending upon the circumstances (e.g., if the subcontractor's PI changed institutions or if a different sub PI will be involved) and whether the grant is awarded under "expanded authority," selection of a different subcontractor may require prior agency approval. All requests for such changes should be directed to Gerri Bussell in Sponsored Projects Accounting.

# Frequently Asked Questions

## *Did You Know?*

### *Institutional Biosafety Committee*

**Q: My lab is using a replication-deficient adenoviral vector containing recombinant DNA, which we grow ourselves. When harvesting material from a vector production, one of the flasks was accidentally dropped and the contents were spilled on the floor, but none was splashed on the lab worker doing the production. The spill was cleaned-up according to our Spill SOP. Is there anything else I need to do?**

A: Yes. You need to complete an incident report, which is found on the IBC website [http://www.uthsc.edu/research/research\\_compliance/IBC/docs/UTHSC\\_rDNA\\_incident\\_reporting\\_form.doc](http://www.uthsc.edu/research/research_compliance/IBC/docs/UTHSC_rDNA_incident_reporting_form.doc). The National Institutes of Health's *NIH GUIDELINES FOR RESEARCH INVOLVING RECOMBINANT DNA MOLECULES* mandates the reporting of incidents, accidents, illnesses and/or problems involving the research to the Biosafety Officer and Institutional Biosafety Committee. This includes any spills or accidents which result in overt or potential exposures to organisms or infectious agents containing recombinant DNA molecules. This primarily refers to accidental exposures to recombinant microorganisms classified as Risk Group 2 (or higher), and accidental releases of recombinant Risk Group 2 (or higher) microorganisms, but also includes the loss of a transgenic animal.

**Q: I am collaborating with another lab on campus and need to transfer cells that have been transduced with a lentivirus vector to the other lab. Are there any special precautions I need to take in transporting the cells?**

A: Yes. The transport of any biohazardous materials, including cells that have been transduced with lenti-, retro-, or adenoviral vectors, must be performed as follows:

1. The infectious material must be in a leak-proof sealed primary container (i.e. culture flask with seal-plug cap).
2. The primary container is placed into a sealed leak-proof secondary container (a freezer storage bag works well for cell culture flasks). If the infectious material is liquid, enough absorbent must be placed in the secondary container to absorb the material. Multiple primary containers may be placed in a single secondary container as long as they are packaged in a manner to prevent breakage.
3. Place the prepared containers into a rigid transport container (Rubbermaid type container, cooler, etc.) with enough cushioning material to prevent movement.
4. Label the transport container with a biohazard sign that has the name of the infectious material, and emergency contacts.

### *Institutional Animal Care and Use Committee*

**Q. How and when can approval be obtained for changes in animal studies without the requirement for formal resubmission of a completely revised protocol?**

A. The need to occasionally amend a protocol is well recognized, and a mechanism is in place to permit simple changes without alterations to the original document. A form with prompts to describe those changes typically compatible with a minor revision is available at [http://www.uthsc.edu/research/research\\_compliance/IACUC/forms.php](http://www.uthsc.edu/research/research_compliance/IACUC/forms.php), which, once completed, can be faxed or emailed to the IACUC office to request such an approval. A document posted at the same site contrasts specific changes permitted as minor revisions with those requiring major revision and protocol resubmission., Comparable guidelines are also provided by NIH (<http://grants.nih.gov/grants/OLAW/faqs.htm#d9>).

To briefly summarize, minor revisions are permitted provided they do not change the aims or overall scope of the work, and do not increase the hazard level or invasiveness of animal procedures. Permissible minor revisions may include a small change in animal numbers (up to 10% is the standard at UTHSC), a change in gender or strain of animal (but not a change in species), changes in personnel (other than the PI), or changes in drugs, doses or administration schedules. Any such request must include a brief rationale for each change. Compatibility with the minor revision mechanism is determined by consensus of the IACUC Executive Committee.



# Contact List



<i>Name</i>	<i>Title</i>	<i>Phone</i>
<b>Office of Research</b>		
Leonard Johnson, Ph.D.	Vice Chancellor	448-7125
Jane Poulos	Sr. Business Manager	448-3746
Lisa Bronte	Sr. Admin Asst	448-7125
Connie Jackson	Accounting Asst	448-2734
<b>Clinical and Translational Science Institute</b>		
James Dale, M.D.	Assoc. Vice Chancellor	448-2101
Debbie Bueltemann	Exec Assistant	448-2101
<b>CTSI Clinical Research Unit</b>		
Sam Daggogo-Jack, M.D.	Director	448-2608
Risa Ramsey, Ph.D.	Admin. Director/RSA	516-2079
Kathy Pitts, RN	Nurse Director	516-2214
<b>Research Support Services</b>		
Helen Parsons	Business Director	448-7101
Lorraine Albritton, Ph.D.	Director - Viral Vector	448-2087
Dan Rosson, Ph.D.	Director - Flow Cyt	448-4279
Tiffany Seagroves, Ph.D.	Manager - Bio-Imaging	448-5018
Haibao Wan	Director - Mass Spec	448-3414
<b>Biomedical Instrumentation</b>		
Jayne Collins	Budget Coordinator	448-5652
Dennis Martin	Sr. Design - Instruments	448-5093
Bob Gallik	Sr. Design - Mechanical	448-2121
Don Martz	Sr. Design - Mechanical	448-2122
Michael Nguyen	Sr. Design - Mechanical	448-2123
Glen Dawkins	Sr. Design - Microscopes	448-5267
<b>Laboratory Animal Care Unit</b>		
Tim Mandrell, D.V.M.	Director	448-5656
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>		
Donald Thomason, Ph.D.	Executive Director	448-7224
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
<b>Regional Biocontainment Laboratory</b>		
Gerald Byrne, Ph.D.	Director	448-6060
Jennifer Stabenow	Facility Manager	448-6649

<i>Name</i>	<i>Title</i>	<i>Phone</i>
<b>Research Administration</b>		
Deborah Smith, Ed.D.	Asst Vice Chancellor	448-4823
<b>Clinical Trials Unit</b>		
Melanie Luchs	Associate Director	448-3303
Ruthie Ruston	Specialist	448-3126
<b>Grants and Contracts Unit</b>		
Ginny Geer	Program Admin	448-1668
Connie Bozant	Coordinator II	448-4188
Rosa Wilson	Specialist	448-5587
Carlisa Jackson	Data Control Spec.	448-5532
Carol Baumgartner	Sr. Coordinator	448-3046
Wanda Donato	Sr. Coordinator	448-2037
<b>Research Compliance</b>		
Randall Nelson, Ph.D.	Assoc Vice Chancellor	448-3533
Tinieka Triplett	Admin Svcs Asst	448-2164
Vicki Baselski	Infection Control Chair	448-6329
Michael Whitt, Ph.D.	IBC Chair	448-4634
Deborah James	IBC Admin Res Asst	448-2871
Vivian Loveless, Pharm.D.	Radiation Safety Chair	448-6931
<b>Institutional Animal Care and Use</b>		
Mary Frances Braslow	Administrator	448-3904
Thaddeus Nowak, Ph.D.	Chair	448-7384
Treavor Sweatman, Ph.D.	Vice Chair	448-3904
<b>Institutional Review Board</b>		
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Bonnie Binkley	Administrator	448-1343
Kim Prachniak	Administrator	448-5060
Nanette Graddy	Administrator	448-4824
Donna Stallings	Administrator	448-4824
Holly Herron	Admin Research Asst	448-4824
<b>Office of Human Subject Protections</b>		
Sylvia Friedl	C. Officer - Chatt.	423-778-3899
Patricia Kerby	C. Officer - Memphis	448-1869
Will Wallace, J.D.	C. Officer - Knoxville	865-305-6192
24 Hour Reporting Line	Toll Free	800-216-1704
24 Hour Reporting Line	Memphis local	448-1771
<b>Research Informatics</b>		
Jeanne Hermann	Director	448-5043
Lawson Culver	Administrator	448-1183
Tricia Page	Program Manager	448-2753
Steve Wills	Program Manager	448-2389
<b>Additional Research Related Contacts</b>		
<b>University of Tennessee Research Foundation</b>		
Richard Magid, Ph.D.	Vice President	448-1562
Lakita Cavin, J.D., Ph.D.	Staff Attorney	448-7827
Marcia Phillips	Office Manager	448-7827

The Research Notebook  
Jeanne Hermann, Editor  
jhermann@uthsc.edu  
901-448-5043

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UTHSC Office of Research  
62 S. Dunlap, Suite 400  
Memphis, TN 38163  
Phone: 901-448-7125  
Fax: 901-448-7133  
E-mail: research@uthsc.edu