

Billiar Lab News

University of Pittsburgh

Summer, Fall, Winter 2015

Volume 26

Lab Updates

Scheduling of Experiments

As we have numerous experiments in various stages of implementation it is important that we follow the established procedures so that we can confirm a schedule, assign an animal surgeon and order the required mice and ensure that we are accommodating all users in a timely manner. Animals will not be ordered nor will your experiment be scheduled without the approved form.

Please submit an Experimental Request Form with all of the necessary information for review and approval. Just a reminder that you are responsible for entering the information on the form and this requires knowing your IACUC protocol for which your proposal will be performed under. (Please check the protocol to ensure that all details of your experimental proposal are approved and to avoid scheduling delays. Such things as:

reagents for in vivo delivery, surgical procedures, pain classification, time points, BSL category, etc.) If an IACUC protocol modification is required than either you or your PI must submit the modification and approval received before proceeding with any portions of the experimental plan.

Please let Deb know if you have any questions or concerns but with the staff shortages and the increase in HS/T experiments and the new DLAR ordering policy, attention to this matter is necessary.

Order Database Update

The database was recently reconfigured to be only from 7/1/15 through 6/30/16. To access an excel formatted file of the old database, please use the following instructions to shortcut the file to your desktops:

Important Dates

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Simmons Research

Tu 8:00am & Th 8:15am

F1275 PUH

- Dec 1 Julie Goswami
- Dec 3 Ulka Sachdev
- Dec 8 Mitch Dyer
- Dec 10 Wentao Gao
- Dec 15 Stacy Kowalsky

Billiar Lab Meeting

Wed 12:00pm F1275 PUH

- Dec 9 Xibing Ding

DAMPs Meeting

Thurs 10:00am F1275PUH

- TBA

Immunology Seminar Series

Thurs 12:00-1:00pm

Scaife Hall, Aud 5

- TBA

Journal Club

Tu 11:30-1pm F1275 PUH

- Dec 8 Paul Waltz

Staff Meeting

Mon 1pm-2pm 7thFl

Conference Rm, MUH

- Dec 14

For a full list of events, please go to the General and Vascular Surgery Labs website's Events page.

1. Go to the BILLIAR LAB folder on the Y drive.
2. Inside look for the folder labeled W15402K.
3. Open this folder and look for another folder labeled XING.
4. Once in there, the file you want to short cut is Export 2012 11 21 Records from Order Items. This will be an EXCEL file.

If you need to shortcut the current database please follow these steps:

1. Follow above steps 1-3
2. The file to shortcut is W1540 Inventory System 2012-11-21.mdb. **Please only shortcut this file.** The other files with different extenders will not work properly and you run the risk that Kathy will not be able to see your orders.

We intend to do a yearly “purge” every July to keep the database running faster and more efficiently.

Order Policy Reminder

We would like to remind everyone of what our policy is for placing orders in the lab. The process for placing orders involves quite a few people and we have to keep this in mind as well. You need to have your orders placed into our database by NOON every

Staff Highlight



Nicole Martik

I am a senior research laboratory technician for Dr. David Geller. I have been with the University of Pittsburgh since July of 2004. In the spring of 2004, I graduated from California University of Pennsylvania as a dual major, BS in Biology and BS in Environmental Studies.

My first year at Pitt was spent in a Plastic Surgery Research lab before finding my place in the Geller Lab in 2005. In the Geller lab, I have many responsibilities. I manage all of the applicable IACUC protocols, EH&S work books, and IBC applications. In addition to my regular technician duties in the lab (glassware, organization, equipment up-keep, etc.), I isolate hepatocytes and nonparenchymal cells from rat, mouse, and human liver. I am responsible for the IRF-1 KO (active) and IRF-2 KO (inactive) mouse colonies.

I am a single mother of a 10 year old daughter, Maya Lynn. Outside of the lab, I enjoy spending time with my daughter. I am a Co-leader of her Girl Scout Troop from South Park. I am the head coach of her South Park 10U fast pitch softball team. Additionally, I am the Secretary of the South Park Girls Softball Association. When I am not at Girl Scout outings or on the ball field with Maya, I enjoy any outdoor activity.

WEDNESDAY. Deb and Kathy begin reviewing and working on orders at 6:30am and they are finding it increasingly difficult to add routine late orders into the mix. You must enter COMPLETE order information into the system: vendor, catalog #, description, unit, and price. Your order

will be pushed back to the next week if incomplete! If there is a question about a vendor, please contact Kathy prior to Thursday and she will check to make sure that we are able to place this order for you in the Pitt purchasing system.

For animal orders, again ALL pertinent information has to

be put in the system (protocol, strain, sex, age, room). Again incomplete orders will be pushed back to the next week. If you have any questions regarding this policy, please do not hesitate to contact Kathy or Deb.

[New Online Submission Form for Animal Requests](#)

In order to streamline transfer requests we have created an online submission form that will replace the current paper forms on the clipboards. The form can be located at the bottom of the homepage of the General Surgery [website](#). Or, if you'd prefer, you can bookmark the form's direct link

(https://docs.google.com/form/s/d/1h0jhwFndhkY1wzZA0O1_GIcTkdxIsYs4OgtEyWtto6c/viewform) for future use.

The form is the same as the paper form. As before, requests must be submitted before 8am on Wednesdays in order to be processed that week.

Please start using the new online form immediately. The paper forms have been removed from the clipboards as of noon on 10/30.

If you have any questions, please don't hesitate to ask Alicia or Danielle.

[University Winter Recess Schedule](#)

The University will be officially closed on the following dates for Christmas and New Year's holidays as well as Winter Recess:

- Thursday, December 24, 2015
- Friday, December 25, 2015
- Monday, December 28, 2015
- Tuesday, December 29, 2015
- Wednesday, December 30, 2015
- Thursday, December 31, 2015
- Friday, January 1, 2016

During these time, please keep lab activities to a minimum since there will be little technical support. If you are uncertain whether your presence will be required during the break, refer to your supervisor for instructions.

Due to the closure of many of the University offices, including payroll, check your email in advance of break for any alternative timesheet submission deadlines.

[Collection of Expired Controlled Substances in 2016](#)

The University of Pittsburgh's Controlled Substance Guidelines require that expired containers of controlled substances be

discarded through a Reverse Distributor. Bottles and vials containing a residual volume of controlled substances cannot be disposed of as medical waste and must be processed through the Reverse Distributor (see: <http://www.rcco.pitt.edu/ControlledDrugs/FAQ.htm#Discarding>).

To reduce costs and to simplify the process of discarding expired or unwanted controlled substances, the Department of Environmental Health and Safety (EH&S) has arranged for a Reverse Distributor (Heritage Environmental Services) to visit Campus on a quarterly basis. The following controlled substance collection dates have been scheduled for 2016:

- January 13, 2016
- April 13, 2016
- July 13, 2016
- October 12, 2016

The first step in the proper disposal of DEA controlled substances is to complete the Unwanted/Expired Controlled Substances Disposal Form and submit it to Pitt EH&S via fax (412-624-8524) or email. A valid, unexpired DEA registration is required to participate in the Reverse Distributor program and the above-referenced disposal form must be

submitted to EH&S at least a week in advance of the designated collection date to participate in the given collection. Advance submittal of this disposal form is required by the Reverse Distributor in order to be placed on the schedule for a designated collection date. Upon receipt of the completed disposal form, EH&S will provide additional collection information (e.g. location, time, etc.).

There is no cost to University personnel with a valid/unexpired DEA registration disposing of materials through this quarterly Reverse Distributor

Messages from DLAR and IACUC

Animal Ordering Deadline and Delivery Changes Due to University Closures

To help in research planning, the DLAR is announcing changes in animal order deadlines and deliveries resulting from University closures. The following information is also posted on the animal ordering website.

The DLAR Administration Office will be closed December 24, 2015 - January 3, 2016.

Due to the University's Winter Recess closure from Thursday, December 24, 2015 through

schedule. Use of a reverse distributor on dates not included in the quarterly schedule may be arranged by contacting EH&S, but the associated disposal costs shall be the responsibility of the DEA registrant's department.

Bauer Undergrad Student Published in The Pitt Pulse

Jill McDonell, a Pitt undergrad student who volunteered in the Bauer lab this summer and had her article "Dancing with Death: Pitt Researchers Pioneer Life-Saving Intervention" published in the Fall 2015 issue of The Pitt Pulse – The University's Creative Health and Science magazine. In the

article, Jill writes about Emergency Preservation and Resuscitation (EPR) and the role of Pitt in the research and implementation of it. A hard copy of the magazine can be located hanging on the bulletin board outside Deb Williams' office or online [here](#).



Friday, January 1, 2016, no animals will be delivered and no orders will be processed.

The ordering deadline will be 5:00 PM Tuesday, December 15 for delivery Monday, December 21 through Wednesday, December 23 AND for delivery the week of January 4.

To reiterate, if you need an animal delivered December 21 through 23, OR January 4 through January 8, the order must be placed by 5:00 PM Tuesday, December 15 and the

delivery date must be noted on the order.

Vendor delivery schedules for the week of December 21 will be as follows:

- Charles Rivers, Envigo and Taconic will deliver on Tuesday, December 22 and will not deliver again until Tuesday, January 5. To receive a delivery on December 22, please make sure your order is placed by 5:00 PM Tuesday, December 15. To receive an order on January 5, please make sure your

order is placed by 5:00 PM on Tuesday, December 15. Requested delivery date must be noted on the order.

- Jackson Lab will deliver on Wednesday, December 23 and will not deliver again until Wednesday, January 6. To receive a delivery on December 23, please make sure your order is placed by 5:00 PM Tuesday, December 15. To receive an order on January 6, please make sure your order is placed by 5:00 PM on Tuesday, December 15. Requested delivery date must be noted on the order.

The normal DLAR ordering and delivery schedule will resume on Monday, January 4, 2016. Orders placed by 5:00 PM Tuesday, January 5 will be scheduled for delivery the following week, January 11 - 15, 2016.

CAMS Beta Testing

As you are aware, the DLAR is implementing a new animal management software named CAMS that is slated to go live in early 2016. Testing will involve verification and refinement of procedures in order to ensure successful implementation of the system. The BST facility will be

involved in beta testing, and you will begin to see white barcoded cards on your mouse boxes in rooms W903, 935, and 912. The cage cards will become our new way to track and bill for census days. We have three requests regarding these new cards.

1. Please do not remove them.
2. You may keep your existing cards behind the new cards or begin using cards that will not obstruct the view of the barcode.
3. Once you have either removed all of the animals from the box/cage, please place the white barcoded cage cards in the orange box located in the garb area, next to the exit door. These cards will then be deactivated in the CAMS system by the DLAR so you will no longer continue to be billed for that cage or animal.

The beta phase is expected to last approximately 3-4 weeks. More information regarding training and implementation of the CAMS system will be communicated soon. Please share this information with other laboratory personnel who will be accessing the facility. Please do not hesitate

to contact us if you have any questions or concerns.

Changes in the Vertebrate Animal Section of NIH Grants

NIH issued a Notice outlining changes to the Vertebrate Animal Section (VAS) of grant applications and contract proposals submitted on or after January 25, 2016.

Amendments to the VAS were made to reduce redundancy with Institutional Animal Care and Use Committees (IACUCs) while continuing to adhere to the Public Health Service Policy on Humane Care and Use of Laboratory Animals.

Changes

- The number of requirements for completing the VAS has been reduced from five to four. The requirement for providing information on the veterinary care of the animals has been eliminated.
- The justification for the number of animals used is no longer required.
- A description of euthanasia is required only if it is inconsistent with the American Veterinary Medical Association (AVMA) guidelines on euthanasia.

Grant reviewers will evaluate the VAS using the following criteria: 1) description of procedures using animals including species, strain, age, sex, and total number to be used; 2) justifications for the use of animals taking into account alternatives and appropriateness of the species; 3) methods for reducing pain and/or distress; and 4) justification for the method of euthanasia if it does not follow AVMA guidelines.

These new requirements will take effect for grants due on or after January 25, 2016. See the [NIH VAS page](#) for more information, which includes a checklist, detailed instructions to applicants, and links to worksheets.

As announced in a previous email from the IACUC, NIH has recently implemented additional policy changes related to the use of animals in research, which must be reflected in grant applications submitted on or after January 25, 2016. We encourage all

NIH-funded investigators to become familiar with the new requirements.



Colony Status: As of, 2015

Established Colonies: Knockouts, Transgenics, and Double Knockouts

ATF3 KO	Nalp 3 KO	Sting tg
Caspase 1 KO/Caspase 11 KO	Myd88 KO	TLR2 KO
Caspase11 KO	Myd88 WT	TLR4 KO/Caspase 11 KO
Cathespin L KO	RAGE KO	TLR4 KO/RAGE KO
iNos KO	Rorc GFP	TLR9 ^{CpG1/CpG1}
	Staggerer KO	

Established Colonies: Cell Specific Knockouts and Controls

DC TLR4 KO	ROSA ^{mT/mG} /HMGB1 flox	TACE flox
HC HMGB1 KO	iHMGB1 KO	TLR4 flox
HC TACE KO	Lyz cre HMGB1 KO	TLR4 KO (global)
HC TACE WT	Lyz Cre TLR4 KO	TLR-9 flox
HC TLR4 KO	Lyz cre TLR9 KO	Pf4cre HMGB1 KO
Het TLR4KO/TLR4flox	ROSA Pf4cre HMGB1 KO	Pf4cre TLR4 KO
HMGB1 flox	Reporter	

Colonies in Development

cGAS KO (import pending)	IRAK1 KO (import pending)	TLR4 KO (backcross)
Gasdermin KO (import pending)	RAGE KO (backcross)	TLR4 flox (backcross)
IL-25 KO (Jax rederivation)	ROSA ^{mT/mG} /TLR4 KO	TSLP KO (Jax rederivation)
IL-33 KO (transfer pending)	ROSA ^{mT/mG} /TLR9 KO	Villin cre HMGB1 KO
	ST2 KO (Jax rederivation)	

Cryopreserved Strains *at Jacksons Labs unless otherwise noted

AIM2 KO	HMGB1 +/-	TLR2 KO
CD36 KO	IFNabR KO	TLR-4 flox (Hackam)
EGR1 KO	Jα281-/-	TLR-9 (eggs, in house)
eNos tg		

Stud Colonies

HMGB1 flox x Albumin Cre	HMGB1 flox x villin cre	TLR4 KO x Lyz Cre
HMGB1 flox x ER cre	TACE flox x Albumin cre	TLR4 KO x Pf4 Cre
HMGB1 flox x Lyz cre	TLR4 KO x Albumin Cre	TLR9 flox x Lyz cre
HMGB1 flox x Pf4 cre	TLR4 KO x CD11c	

Strains Available from Collaborators

GDF-15 KO (Yoram Vodovotz)	IRF-1 KO (David Geller)	PAD4 -/- (Tsung)
GTPCH (Alex Chen)	Lys(M) GFP Knock-in, (Allan	PKR KO (Chen)
HMGB1 EC KO (Chen)	Tsung), heterozygous	Rab27a KO (Geller) (quarantine)
HPH-1 KO (Chen)	(Geller)	

If you have any questions regarding the contents of this newsletter, contact [Deb Williams](#)

If you know of anything exciting or newsworthy going on in the lab that you want to share with others email [Alicia Frank](#) with the information

For more information, please visit the [General and Vascular Surgery Labs website](#)