February 2014

Dear Allison,

We have the next in our series on quality in preservation, information on the upcoming preservation short course and what is new in the BioCoR library.

BioCoR is a national resource focused on advancing the science, technology and practice of biospecimen preservation. We are dedicated to developing biopreservation protocols, improving preservation and storage technologies, establishing standards and guidelines and training individuals and institutions in the science and technology of biopreservation.

More information can be found on the BioCoR website: [www.biocor.net](http://www.biocor.net). Or you may contact us now at biocor@me.umn.edu

The Foundation for Quality Systems

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Organizations, like buildings, need a strong foundation to support their activities. Many organizations with long, and perhaps even hallowed, histories nevertheless can wind up with faulty foundations when they try to adapt to changing currents in their industries. Just as with an entirely new organization, a new division within an existing organization has an opportunity to build a solid underpinning for their future, building on key principles to help it weather operational and regulatory challenges.

Leadership in most organizations believe they are operating high quality entities. Some of them are right. But experience suggests that more than "belief" is essential for operating a quality-focused organization in today's highly regulated industries. Failure to operate with this focus invariably results in problems and "rework," expensive activities that result from poor quality systems and quality controls.

To build a sustainable Quality System, not only must the right processes be developed, they must be developed in the right order to ensure a sturdy structure for both current and future activities. The beginning is the organization of the new unit itself with a structure that is built on a strong foundation. And this foundation should be laid with well-planned and balanced organizational chart that defines reporting roles and responsibilities. It's often said that a picture is worth a thousand words and charting this organizational structure allows leadership to "see" the distribution of roles and responsibilities. Laying out this chart should prompt questions such as the following:
• Is every activity within the organization represented and are these activities placed with the most appropriate role? While it may be tempting to add additional responsibilities to an existing role because someone currently manages related or similar activities, this may overload the person to the point of failure.

• Are responsibilities balanced? If one column is demonstrably longer than all of the others, it's likely that the responsibilities of this role are overextended.

• And, most importantly, is the organizational structure built on knowledge and skills? All too often key leadership roles are determined by personalities and longevity - not always good determinants for an organization's essential positions.

Ultimately, it is the organization's senior leadership who bears the responsibility for constructing a competent and resilient organization capable of adjusting to the changes demanded by emerging technologies and products. Without this, "QUALITY" cannot be achieved.

What is new in the BioCoR library?

The BioCoR library (library) has a host of information on preservation. The following is a partial listing of new items put in the library:

• Issues associated with storing stem cell products in a -150 C freezer versus liquid nitrogen
• Thawing, pooling and refreezing cells
• Short term, liquid storage of cells

The amount of information in the BioCoR library has grown steadily over the years. It is easy to lose track of all the information in there. We will be featuring library highlights on a regular basis to help remind people about information already in the BioCoR library.

This month's highlight: Minitutorials (tutorials)

• Moving LN2 storage units
• Management of samples at low temperatures
• Freezing of tissue biospecimens
• Short term, liquid storage
• And many more topics

Upcoming education programs

Preservation of Molecular, Cellular and Tissue Biospecimens
Minneapolis, MN
May 7-8, 2014

Topics covered

- Establishing a biobank
- Budgeting and cost recovery
- Scientific principals of preservation
- Protocol development
- Daily best practices in the collection, processing and storage of biospecimens
- Informed consent
- Stabilization of nucleic acids
- Quality control programs for biobanks
- Designing a storage facility
- Sustainable biobank processes
- Protein stabilization

Lecturers

- Andrew Brooks, PhD, Infinite Biologics and Rutgers University
- Marcus Cicerone, PhD, National Institutes of Standards and Technology
- Allison Hubel, PhD, University of Minnesota
- Ian Pope, PhD, CryoAssociates, Gaithersburg, MD
- Amy Skubitz, PhD, University of Minnesota

Can’t come to Minneapolis?
Attend the course over the web. Lectures are available to watch live or later at your convenience. A demonstration of the webcast can be found at the following (link).

Quick links:

- a listing of lectures for the course (schedule)
- Information on lecturers (speaker bios)
- Registration fees (fees)
- Online registration (registration)
- Early registration deadline is April 7, 2014. Register early and save money!

Industrial sponsorship
The short course provides opportunities at breaks and over lunch for corporate sponsorship. Sponsorship opportunities are an excellent chance to connect with course participants and provide them with information on your products or services. Information on sponsorship can be found on the website (sponsorship information).
If you are interested in sponsorship, please contact us at biocor@me.umn.edu.

Groups of two or more attending the short course from the same organization receive a discount. Please contact us at biocor@me.umn.edu for more details.
Preservation of cellular therapies short course

A short course on preservation of cellular therapies is planned for Fall 2014. More details will be provided as we get closer.

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