

CONSTITUTIONAL ANIMAL CARE AND USE COMMITTEE FAM 806.43

Function

The Institutional Animal Care and Use Committee (I.A.C.U.C.) is a body appointed by the Chief Executive Officer of the Institution to oversee implementation and adherence to the Public Health Service Policy on Humane Care and Use of Laboratory Animals and the Animal Welfare Act.

Membership

Members are appointed by the Chief Executive Officer of the Institution for two year terms and must include: 1) one Doctor of Veterinary Medicine, with training or experience in laboratory animal science and medicine, who has direct or delegated program responsibility for activities involving animals at the institution, 2) one practicing scientist experienced in research involving animals, 3) one member whose primary concerns are in a nonscientific area, 4) a member of the Environmental Health and Safety Office; and 5) one individual who is not affiliated with the institution other than as a member of the IACUC, and is not a member of the immediate family of a person who is affiliated with the institution. In addition to the above (which are required to meet the minimum federal requirements), this institution will include: the Dean of Graduate Studies and Research, a representative of the animal care technical staff and at least one student representative. All members have voting rights. The Dean of Graduate Studies shall serve as Chair.

Animal Use Proposal Review

Procedures involving any live, vertebrate animal for use in research, research training, experimentation, or biological testing or for related purposes must be approved by the IACUC prior to performing the proposed procedure(s). Protocols are submitted on a standard application form and reviewed for compliance with OPRR, USDA and other applicable guidelines, codes and regulations. Approval requires a majority vote of the IACUC. Meetings are held each quarter, or as needed; minutes of committee deliberations recorded and written results of the protocol review are forwarded to the applicant within one week of the meeting. Should a protocol not be approved, the IACUC will submit a written list of concerns to the applicant within one week. A written response will be required of the applicant before the protocol can be reconsidered. Additional information, procedure modification or deletion may be required to comply with federal guidelines and thus gain approval. The applicant or a qualified

representative should attend all meetings during which a submitted protocol is under review.

Communication

Completed Animal Use Proposals must be submitted to the committee Chair at least two weeks before the meeting in which the protocol is to be considered. Incomplete protocols will be returned to the applicant without review. Agendas and protocols are mailed to all committee members one week prior to scheduled meetings. Agendas are similarly mailed to applicants who have submitted protocols for review. Copies of approved minutes to the meetings are mailed to all committee members and kept on file in the office of the Dean of Graduate Studies.

Responsibility for Animals

CSUSB employs a state-licensed Registered Veterinary Technician on a full-time basis. It is the responsibility of the RVT to inspect all animals, coordinate Vivarium student assistants, coordinate ordering and receiving of all animals and supplies, and to serve as liaison with the consulting veterinarian on all matters of animal health, care and housing. The daily feeding, cleaning and care of all vertebrates used for research, teaching, and testing at CSUSB shall be the responsibility of Vivarium staff. The RVT or the RVT's designee shall conduct federally-required daily inspections of the animals.

Assurance of Compliance

In order to ensure compliance with all aspects of the federal laws governing animals use following offices should be made aware of the program: Sponsored Programs, Graduate Studies, Purchasing Department, Receiving, Radiation Safety Committee and the Chemical Hygiene Committee.