

**Meeting**

Committee IACUC

Meeting 09/18/2020

Voting 9

Sections☒ Hide Empty Steps

Study	Complete	PI	Instance/UDF	Event Reviewers
Opening / Call to Order				
Approval of Meeting Minutes				
Notes (1)				
Note	Entered	By	Type	Int
The committee approved the minutes from the meetings on June 5 th , 2020. Mike moved to accept the minutes and Jessica seconded. All agreed in favor of accepting the minutes.	01/26/2021	sheeranl@cwu.edu	Base	Yes
USDA Inspection Report Findings				
Notes (1)				
Note	Entered	By	Type	Int
This occurred on September 10 th virtually with Leslie Hunter, Kevin Archer, April Binder, Diane Forbes, and Lori Sheeran present. We do not currently have any animals under review, so the inspector just reviewed our meeting minutes, agendas, and inspection reports. The meeting was 30 minutes long and Ms. Forbes will send a copy of the USDA report in the upcoming weeks.	01/26/2021	sheeranl@cwu.edu	Base	Yes
Program Review & Facility Inspection Findings				
Notes (1)				
Note	Entered	By	Type	Int
The semi-annual program review and facility inspection for 2020 is December 4 from 3-4:30 held via zoom. The spring inspection will be on June 4, 2021 3-4:30 held by Zoom or face-to-face.	01/26/2021	sheeranl@cwu.edu	Base	Yes
Post-Approval Monitoring				
Notes (1)				
Note	Entered	By	Type	Int
Not applicable	01/26/2021	sheeranl@cwu.edu	Base	Yes

Study	Complete	PI	Instance/UDF	Event Reviewers	
Protocols Pending Approval					
Notes (1)					
Note	Entered	By	Type	Int	
Not applicable	01/26/2021	sheeranl@cwu.edu	Base	Yes	
Amendments Pending Approval					
Notes (1)					
Note	Entered	By	Type	Int	
Not applicable	01/26/2021	sheeranl@cwu.edu	Base	Yes	
Annual Reviews Pending Approval (1)					
Annual Review (1)					
2019-111-OFF	Yes	Sheeran, Lori			
Protocol Closeout Approval					
Notes (1)					
Note	Entered	By	Type	Int	
Not applicable	01/26/2021	sheeranl@cwu.edu	Base	Yes	
Other Discussion Items					
Notes (1)					
Note	Entered	By	Type	Int	
<p>Welcome to [redacted], graduate student member of IACUC. She will be recording meeting minutes and acting as the student voting member.</p> <p>Meeting dates for the rest of this year ([redacted] will send out invites via email) September 18, October 16, November 13, and December 4; all meetings from 3:00-4:00 via Zoom.</p> <ul style="list-style-type: none"> o This was originally supposed to be via Skype but after technical difficulties it was decided that [redacted] would schedule the remainder of fall quarter meetings on Zoom. o We do not know yet if the meeting dates for the rest of the year (after fall quarter) will be held via Zoom or in-person. <p>Update on COVID-19 related practices on campus:</p> <ul style="list-style-type: none"> o There is a system where before anyone visits campus, they have to fill out a health check questionnaire. o There are some face-to-face courses but only in situations when instruction would be negatively impacted by not being in-person. 	01/26/2021	sheeranl@cwu.edu	Base	Yes	

Study	Complete	PI	Instance/UDF		Event Reviewers			
Note	Entered	By	Type	Int				
<ul style="list-style-type: none"> o We are planning for the same procedures for winter quarter with as little time on campus as possible. o When we are on campus, we are asked to wear masks and limit the time that we are with other people if we can. We can only remove masks in our personal offices by ourselves. <p>There are no new changes to the requirements for Occupational Health and Safety (OHSP) process and CITI training for people when they submit an IACUC application.</p> <p>The IACUC Operations manual is being formatted and will be linked to the IACUC webpage this quarter.</p> <ul style="list-style-type: none"> o Created by April and Leslie and being formatted by [17] for uniform appearance and link checks. o A copy will be sent out to all members of the committee when it is completed. o The goal is for the document to assist individuals submitting an IACUC protocol. <p>Reminder that all protocols are not being approved on a 12 months basis.</p> <ul style="list-style-type: none"> o The schedule that was in place really did not align with the IRB interface, but this is not something we really need to worry about. <p>This committee approved a "pain and suffering fieldwork and teaching" document. That information will be added to our online system. Discussion regarding adding a question about how professors will address/accommodate those students who do not wish to participate in educational protocols suggests: "How will you accommodate students who do not wish to participate in the proposed educational activities involving animals?"</p> <ul style="list-style-type: none"> o Patti said it is clear and well-worded. Jessica agrees with Patti on the wording and made a loose suggestion on adding examples as to what professors could do but said that professors could probably figure out what exceptions to make on their own. <ul style="list-style-type: none"> ▪ The committee agreed that examples did not need to be provided to leave it open for the person applying to state it. o Kerri motioned to approve the added question and Mike approved. None opposed and no abstentions. 								

**Meeting**

Committee IACUC

Meeting 11/13/2020

Voting 7

Sections☒ Hide Empty Steps

Study	Complete	PI	Instance/UDF	Event Reviewers
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Opening / Call to Order**Notes (1)**

Note	Entered	By	Type	Int
The meeting was called to order at 3:00 PM.	11/20/2020	sheeranl@cwu.edu	Base	Yes

Approval of Meeting Minutes**Notes (1)**

Note	Entered	By	Type	Int
A motion was made and seconded to approve the September 2020 meeting minutes. Six voted in favor of approval, and there was one abstention.	11/20/2020	sheeranl@cwu.edu	Base	Yes

USDA Inspection Report Findings**Notes (1)**

Note	Entered	By	Type	Int
There were no comments or questions from the committee regarding the September 2020 USDA facility inspection.	11/20/2020	sheeranl@cwu.edu	Base	Yes

Program Review & Facility Inspection Findings**Notes (1)**

Note	Entered	By	Type	Int
Not applicable.	11/20/2020	sheeranl@cwu.edu	Base	Yes

Post-Approval Monitoring**Notes (1)**

Note	Entered	By	Type	Int
Not applicable.	11/20/2020	sheeranl@cwu.edu	Base	Yes

Protocols Pending Approval**Notes (1)**

Note	Entered	By	Type	Int
Not applicable.	11/20/2020	sheeranl@cwu.edu	Base	Yes

Study	Complete	PI	Instance/UDF	Event Reviewers	
Amendments Pending Approval					
Notes (1)					
Note	Entered	By	Type	Int	
Not applicable.	11/20/2020	sheeranl@cwu.edu	Base	Yes	
Annual Reviews Pending Approval (2)					
Annual Review (2)					
2019-125-ONC	Yes	Binder, April, Ph.D.	Lori S, Jessica M		
2019-111-OFF	Yes	Sheeran, Lori			
Protocol Closeout Approval					
Notes (1)					
Note	Entered	By	Type	Int	
Not applicable.	11/20/2020	sheeranl@cwu.edu	Base	Yes	
Other Discussion Items					
Notes (1)					
Note	Entered	By	Type	Int	
We reviewed and discussed 2020 AVMA guidelines on euthanasia by gas. We agreed that rather than posting these guidelines on our website, we would ensure that our SOPs align with these best practices. Leslie and Lori will work to update SOPs and post them by January 2021.	11/20/2020	sheeranl@cwu.edu	Base	Yes	

**Meeting**

Committee IACUC

Meeting 12/11/2020

Voting 7

Sections☒ Hide Empty Steps

Study	Complete	PI	Instance/UDF	Event Reviewers
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Opening / Call to Order**Approval of Meeting Minutes****Notes (1)**

Note	Entered	By	Type	Int
The committee approved the minutes from the meeting on November 18, 2020. Jessica moved to accept the minutes and Wendy seconded. Seven voted in favor of approving.	01/26/2021	sheeranl@cwu.edu	Base	Yes

USDA Inspection Report Findings**Notes (1)**

Note	Entered	By	Type	Int
Not applicable	01/26/2021	sheeranl@cwu.edu	Base	Yes

Program Review & Facility Inspection Findings**Notes (1)**

Note	Entered	By	Type	Int
The majority of the meeting time was devoted to reviewing the program using the OLAW checklist. We noted that [redacted] and Lori needed to complete some CITI training, and that it was unclear whether all administrators had reviewed the CWU Disaster Plan (initiated in the previous year).	01/26/2021	sheeranl@cwu.edu	Base	Yes

Post-Approval Monitoring**Notes (1)**

Note	Entered	By	Type	Int
Not applicable	01/26/2021	sheeranl@cwu.edu	Base	Yes

Protocols Pending Approval**Notes (1)**

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Protocol Closeout Approval					
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Not applicable	01/26/2021	sheeranl@cwu.edu	Base	Yes	
Other Discussion Items					
Notes (1)					
Note	Entered	By	Type	Int	
We decided not to provide a link to the entirety of the ALAW Euthanasia SOP; instead, we will ensure our own policy is updated and is posted as a link within IRB Manager.	01/26/2021	sheeranl@cwu.edu	Base	Yes	
IACUC members have until January 5, 2021 to send comments on the CWU IACUC manual.					