## Foothill College IACUC Minutes 4/22/2020

- II. Walk through premises—postponed until Shelter-in-Place is lifted. Inspection form to remain attached to this document. We can do our walk through with one or two of us, "Zoom" whoever else wants to join, after Sit-Stay is lifted. No hurry as we only have goats on campus.
- III. Approval of minutes from meeting 10/19--see in separate document, found in folder for this meeting. Approved by consensus.
- IV. Recent FOIA demand and resulting change in how minutes will be recorded. Personal identifying names will no longer be used, but members will be identified by their role and first initial.
- V. Animal use and care
  - A. Summer animal care—goats
  - B. Current animals—we only have goats on campus. They are being cared for daily by professional faculty and classified staff. No students are permitted on campus yet.
- VI. SOP Discussion—Student member presented a compelling argument for adding to our current SOPs. She advocates creating a series of SOPs to be used by students and faculty for each skill and husbandry procedure used on all animals used in the program.
  - A. has considerable experience in the pharmaceutical industry and has worked with GLP.
  - B. Definitions: SOP is a roadmap and will reduce errors, increase understanding.
    - i. Consistency, reduce human error, ensure compliance, protect students and animals from mistakes.
    - ii. Teaching tool and reference material, much more user friendly than the protocols.
    - iii. Potentially more robust documentation
    - iv. Better communication between students, "scrutiny"
    - v. One place for everyone to reference for all husbandry and skills questions.
  - C. Reproducible nomenclature across all procedures, limited to important steps.
  - D. Types of SOPs:
    - i. Animal Husbandry including sanitation, temperature (all Guide details), proper responses to animal behavior, environmental enrichment (double leashing details, where to walk, etc.)

- ii. Veterinary Procedures. Every time a student interacts with an animal, there could be an associated SOP.
- iii. Discussion around making the SOPs clear but permitting variation in technique while maintaining humane practices.
- iv. Faculty member S mentioned that SOPs should be fine-tuned so students can understand steps and give faculty leeway to teach to their own preferences.
- v. Titles—Categorize. Animal husbandry by species. Veterinary Procedures perhaps by domain.
- vi. ACTION ITEM: Enlist current students and faculty in creating SOPs, using single template and updated skills expectations to align skills, protocols, SOPs, and Trajecsys expectations. Expected completion date: by next IACUC meeting (6 months) or sooner.

## VII. Protocol reviews.

- A. Discuss DMR (designated member review) vs FCR (full committee review) and how our committee wishes to proceed with this process. To be correct, each IACUC must have a discussion that outlines our perspective on this and how we will fulfill the expectations of AWA (Animal Welfare Act) in ensuring that our protocols continue to reflect best practices.
  - i. DMR outcomes: approve, require modifications to secure approval, refer to full committee for review (9:40 in Handbook)
  - ii. Discussion of selection of DMR
- B. Each of you has received a few protocols for annual review. Per the Office of Laboratory Animal Welfare, each protocol is open to all IACUC members. To ensure that all protocols remain current, designated reviewers are assigned to regularly assess protocols and keep the IACUC notebook up to date.
- C. Spreadsheet has been made available in shared folder, titled "Documents for April 2020 meeting." You will see which protocols you have been assigned as a Designated Reviewer. You may read all protocols and make comments, if you are interested.
  - i. When you review the protocols, please turn on the track changes tool in Word so we can see your comments. Consider creating notes on your protocols as a separate document so committee members can see your thoughts for discussion.
  - ii. Please change next date for review on the form in the box so we know you are done with your review.
- D. Faculty member will present new Radiology SOPs and protocols for group discussion. Discussion of how group skills are taught during barium lab. All members approved that only one dog per lab is used to teach Barium series, but students are in smaller groups so each small group takes at least 2-3 images during series. For hip dysplasia radiographs, student member M and faculty member S (who wrote the protocols and teaches radiology lab) clarified that proper technique and evaluation of radiographs is taught

during the lab. The protocol allows adequate discretion to the instructor, based on patients, to teach this skill without being too prescriptive.

- E. Group discussion on protocols. Protocols were discussed as follows:
  - i. SASD drug dosage for Metacam (meloxicam)—instructor who is responsible for SASD requested that the drug administration dose be changed—scientist member states it may be too low. Suggested give injectable instead. Further discussion about drug protocols for rodents/rabbits. Committee discussion for this change—IACUC recommends that a separate SOP be created for drug dosages in rabbits and rodents.
  - ii. Ruminants protocol—add volume to be drawn from ruminants. (check McGill). Change has been made by original author, and title changed to "Ruminant Protocols."
  - Student member asked a question about recovery temperature for dog spay—stated at 99°F. [This was sourced from <u>The Veterinary</u> <u>Technician's Daily Reference Guide</u>, Jack and Watson, 3<sup>rd</sup> edition, page 656 and from a webinar taken by auther of protocol on Vet Stream].
- VIII. Open Discussion—let it be said that all protocols that were reviewed have been approved.
  - IX. Report to IO—will be sent after Attending Veterinarian sends minutes for approval to all members.
  - X. Set next meeting date for October. Wednesday October 21.

Hold this in notes. When we are permitted on campus, one or two IACUC members will set up a Zoom meeting for a premise inspection in real time, per last OLAW discussion.

Room	Notes	Person/date for correction
Cat room		
Rodent room		
Isolation ward		
1301ation ward		
Surgery room		
Classroom		
Dog barn interior		
Dog barn—		
outside		
Pasture		
Outside area		
Miscellaneous—		
drug dates, etc.		
Equine facility		
Food room have		
Feed room, barn		
· · · ·		
Tack room, barn		

VTP PROTOCOLS,	APPROVAL DATES	, REVIEW DATES,	EXPIRATION DATES	2020		
Protocol Number	Initial date of	Review Date	Expiration Date	Title	Designated	Notes
	approval		-		reviewer	
54-1	4/20	4/21	4/23	Use of fresh, previously frozen whole animals or preserved cadavers in teaching basic mammalian anatomy.	Redacted	This protocol has been modified to include both preserved and fresh previously frozen cadavers. It is also open to using other species than just cats to improve student opportunity.
55-1	10/19	10/20	10/22	Use of dogs and cats in teaching injection techniques	fall meeting	protocol approved by email confirmation
55-2	10/18	10/20	10/21	Use of dogs and cats in teaching oral dosing	fall meeting	
55-3	10/19	10/20	10/22	Use of dogs and cats in teaching bandaging techniques	fall meeting	
56-1	10/19	10/20	10/22	Use of dogs and cats in teaching techniques in venipuncture and IV injection	fall meeting	
56-2	4/20	4/21	4/23	Teaching electrocardiography to the veterinary technology student	Redacted	This is due for full review. Ideally this protocol should be reviewed by full committee. There are no significant changes in this protocol.
66-1	4/20	4/21	4/23	Teaching avian and reptile handling skills; and teaching avian and reptile procedures to the veterinary technology student.	Lisa Eshman	Lisa Eshman will review any protocols not written by her.
70-1	1/17	4/20	1/20	Use of dogs in teaching veterinary radiographypositive contrast GI study using barium	Sandy	Sandy, feel free to use this template in creating the protocol for teaching radiology VTP 70-2. This was due for another review 11/19, so please be DR and review this protocol. This protocol is up for renewal. Please change the dates.
70-2	<mark>4/20</mark>	4/21	4/23	Use of dogs and cats in teaching veterinary radiography	Sandy	
72-1	6/19	6/20	6/22	Teaching protocol for dental prophylaxis in dogs and cats, including dental	Lisa will edit	
				radiography	and send reminder for DR in 6/20	
72-2	10/17	4/20	10/20	Teaching local anesthesia and simple dental extraction techniques in dogs and cats, using cadaver heads.	Redacted	This protocol expires in 10/20. The technique was not taught this year due to the pandemic. Do we want to extend expiration date for one year and bring it up for renewal in a year?
75B-1	6/19	6/20	6/22	Clinical procedures for veterinary technicians: ophthalmic diagnostic skills and dermatologic diagnostic skills in small animals.	Lisa will edit and send reminder for DR in 6/20	
75C-1	6/19	6/20	6/22	Teaching required injection skills, phlebotomy, and bandaging on horses to the veterinary technician student		
75C-2	4/20	4/21	4/23	Use of Ruminants for the Instruction of Veterinary Technology Students in	Redacted	This is due for full review. Ideally this protocol should be reviewed by full
				Clinical Procedures		committee. There are no significant changes in this protocol.
81-1	7/19	6/20	6/22	Use of dogs or cats in teaching cystocentesis	Lisa will edit	Approval and comments in e-mail dated 7-15-19
					and send reminder for DR in June	
84L-1	6/19	6/20	6/23	Use of dogs and cats in teaching aseptic surgery techniques: intravenous catheterization	Lisa will edit and send reminder for DR in June	Please note: this is the IV catheter protocol approved last June with clarifications suggested by Ann. I changed the protocol number to its original number, VTP-84 1. The reason I changed it back is because this skill is honed in the VT84L anesthesia class and it is the first skill practiced in that class. Also, the surgical nursing class number is changing so the old number would have been confusing. Notes from original approval: Approval and comments in e-mail dated 7-15-19
84-2	1/17	4/20	1/20	Use of dogs in teaching endotracheal intubation techniques	Ram	This protocol expired 1/20. It is has been replaced by VTP84L-2, endotracheal intubation of cadaver heads, approved 12/19 due for review 12/20.
84L-2	12/19	12/20	12/22	Use of fresh, previously frozen cadaver heads in teaching intubation.	Lisa Eshman	
84-3	1/17	4/20	1/20	Use of dogs in teaching aseptic surgery techniques: canine neuter.	Redacted	This protocol is due for renewal. Please change the dates on the form.
84-4	1/17	4/20	1/20	Use of dogs in teaching aseptic surgery techniques: canine spay	Redacted	This protocol is due for renewal.
84-5	4/20	4/21	4/23	Use of cats in teaching aseptic surgery techniques: feline castration.	Redacted	This protocol expires 10/20.
84-6	6/19	6/20	6/22	Use of cats in teaching aseptic surgery techniques: ovariohysterectomy.	Lisa will edit and send reminder for DR in June	
86-3	5/18	4/20	5/21	Injection techniques in rabbits	Redacted	Due for review now. No injections in rabbits will occur this quarter.
87B-1	7/19	<del>6/20</del>	7/22	Use of dogs and cats in teaching techniques in intravascular		See now: VTP-84L-1
	1	1.	T.	catheterization.		
SASD	4/20	4/21	4/23	Spaying and neutering rodents and rabbits on Small Animal Surgery Day.	Sandy	This is due to expire 10/20. I made some updates, so please approve for three years with annual review.
		+	+			
	+	+	+			
	+	+				
	+	+	+			
		+	+		-	
		1	-			
		1	1			
					1	
			+		-	
	1	+	1		1	
	+	+	1		1	
	+	+	1		1	
	+	+	1		1	
	+	+	1		1	
	1	+	1		1	
	1	1	1		1	I