

Foothill College IACUC Minutes 4/22/2020

- I. Introductions via Zoom. Attendance: Lisa Eshman, DVM, [REDACTED], DVM, Sancy Gregory, RVT, Ram Subramaniam, [REDACTED], [REDACTED], [REDACTED]. (100% attendance rate!)
- 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 [REDACTED] 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. [REDACTED] 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.”
 - iii. Student member asked a question about recovery temperature for dog spay—stated at 99°F. [This was sourced from The Veterinary Technician’s Daily Reference Guide, Jack and Watson, 3rd edition, page 656 and from a webinar taken by author 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		
Surgery room		
Classroom		
Dog barn interior		
Dog barn— outside		
Pasture		
Outside area		
Miscellaneous— drug dates, etc.		
Equine facility		
Feed room, barn		
Tack room, barn		

[illegible]