

**NORTH SHORE COMMUNITY COLLEGE
INSTITUTIONAL ANIMAL CARE & USE (IACUC) COMMITTEE MEETING**

DATE: December 7, 2016

TIME: 3:00 p.m. – 4:30 p.m.

PLACE: Danvers Campus – HPSS 342

PRESENT: **Maryanne Atkinson**, CEO/Chair of IACUC (Dean of Health Professions); **Christopher Dufort** (NSCC Web and Portal Administrator); **Lelia King**, Veterinary Official of IACUC, (Director of Veterinary Technology, Animal Science Department); **Sheila Magesky** (Vet Tech Clinical Coordinator); **Laura Rubin** (Assistant Dean, STEM & Education); **Nita Shaw**, Institutional Official of IACUC (Director of Animal Care, Animal Science Department).

ABSENT: **Officer Don Famico**, Certified Animal Control Officer, Salem PD, and Massachusetts Inspector of Animals

TOPIC	DISCUSSION
1. Opening Comments	Nita thanked everyone for their time and commitment to the committee and welcomed everyone to the semi-annual meeting of IACUC. IACUC is currently absent by one committee member, Nancy Tracey (NSCC Staff Assistant Corporate Community Education & Kids to College); Nancy Tracey is no longer working at the college. Nita, Lelia and Sheila discussed bringing in Martha Rodweller (Academic Counselor, Student Support Center). Nita asked if everyone was in favor of Marty joining the committee and if anyone had any other suggestions/recommendations. Committee was in favor of Marty and Nita said she was going to approach Marty and ask her if she would be willing to serve on the committee.
2. Photo Release Forms	Nita - We did the photo release forms this semester at orientation. It went very smooth. It was optional for students. We had a fair amount of students sign it and were ok with it. We had some photo ops with a couple of labs. Faith Hocter came over and took some pictures for the bulletin.
3. Review of Meeting Minutes from the May 24, 2016, Meeting	Nita asked if anyone had any questions about the May 24 meeting minutes. There were no questions from the committee.
4. ANS Department Updates	Nita - We have new application requirements for VET that will go into effect this Fall 2017. We discussed this at our last meeting. This will be the

	<p>first semester that incoming students will have to take chemistry and biology 1.</p> <p>WE have some IACUC protocols that we need to approve just because we have a different instructor for VET107 - Surgical Nursing and Anesthesia 2. It's the last three weeks of the Spring semester that students participate and assist in live surgeries that are done on campus – either spays/neuters for cats and dogs as well as dental cleanings. Lelia said that it is the same protocol. The protocol hasn't changed but the instructor changed. Dr. Elisabeth Lynch is the new instructor. Dr. Lynch has been in practice since 1996. She is a Tufts graduate and helped us out last year. Lelia passed around protocol paperwork for each committee member to sign.</p> <p>Nita said that there were two very successful TNR clinics this past Fall. It went very smooth.</p> <p>Lelia – second year vet students need to participate in a necropsy which is essentially an autopsy that is done on animals. It is a deceased animal that is a non-preserved sample. Students participated in opening the animal up examining the organs and different systems. Lelia was able to get a cat from a non-profit organization that usually tries to adopt them out but unfortunately they are sometimes faced with situations where the cat has to be humanely euthanized. Vet Tech is partnered up with VCA Wakefield and VCA helps out this non-profit organization. VCA Wakefield arranged for us to get a cat. Students participated in the necropsy and all of the remains were then returned to VCA Wakefield for appropriate burial. Lelia thought that the students got a lot out of it. Students are taking A&P at the same time that they did the necropsy and it helped them conceptualize placement of organs within the body as well as how certain systems are linked together. Students were very respectful of the cat specimen and also very appreciative of the learning opportunity. It went very well. We will be looking to partner with them again in the future. This year we used one cat because there were eight students. If we have a larger number of students, we would need two cats and would arrange that in advance. Nita - This is all part of us staying within the AVMA accreditation.</p>
5. Questions and/or Proposed Suggestions from IACUC Members	<p>Nita asked if there was any feedback from IACUC members regarding any issues discussed today. There was no feedback or questions from the committee.</p>

6. Other Issues of Compliance	AVMA accreditation visit is October 4th, 5th, 6th this year. A lot of these additions that we have been talking about are to keep us within the guidelines of the AVMA accreditation.
7. Member Inspection of the Facilities	Nita took the committee members on a tour of the facility which included the surgery suite, vet tech lab, kennel area, grooming/training areas and recent purchases. Lelia mentioned that the facility will be toured twice a year by the IACUC committee as required by the IACUC protocol. Lelia also stated that she and Sheila Magesky regularly walk through the facility to make sure things are in order and working properly. Maryanne Atkinson asked if Lelia/Sheila/Nita had any concerns about the lab space, equipment, supplies or anything else that would negatively affect the treatment of the animals. Their answer was none whatsoever.
8. Concluding Statements	Nita thanked everyone for taking the time to attend and contribute and recognized their commitment to the committee. The remainder of the meeting was spent touring the facility. The next IACUC meeting will be May 18 th at 11:00 am in HPSS 342.

The meeting adjourned at 4:30 p.m.

Respectfully submitted, *Lucille Malone*

NORTH SHORE COMMUNITY COLLEGE
INSTITUTIONAL ANIMAL CARE & USE (IACUC) COMMITTEE MEETING

DATE: May 18, 2017

TIME: 11:00 a.m. – 12:30 p.m.

PLACE: Danvers Campus – HPSS 342

PRESENT: **Maryanne Atkinson**, CEO/Chair of IACUC (Dean of Health Professions); **Don Famico**, Certified Animal Control Officer, Salem PD, and Massachusetts Inspector of Animals; **Lelia King**, Veterinary Official of IACUC, (Director of Veterinary Technology, Animal Science Department); **Sheila Magesky** (Vet Tech Clinical Coordinator); **Martha Rodweller** (Academic Counselor, Student Support Center); **Nita Shaw**, Institutional Official of IACUC (Director of Animal Care, Animal Science Department).

ABSENT: **Christopher Dufort** (NSCC Web and Portal Administrator); **Laura Rubin** (Dean, STEM & Education)

TOPIC	DISCUSSION
1. Opening Comments	Nita introduced all committee members in attendance and absent along with their IACUC function and welcomed IACUC's newest committee member, Martha Rodweller, from Student Support to her first IACUC meeting.
2. Review of Meeting Minutes from the December 7, 2016, Meeting	Nita previously sent committee members the meeting minutes from the December 7 meeting and asked if anyone had any questions. She also attached them to the agenda so that committee members could review them. There were no questions from the committee.
3. Changes/Updates in Course(s) Curriculum	Nita - We had an orientation yesterday of the incoming Vet class. We currently have 16 incoming students for the Fall 2017 semester. Unfortunately, we had a couple of students that did not make their deposits. We did reach out to these students without success. - We also had a successful completion of surgical nursing and anesthesia with Professor Magesky and Dr. Lynch this past semester. - We had a couple of changes in course curriculum in the Animal Care aspect of the program sheet. - Fundamentals of Grooming has been reduced from two credits each section to one credit each section due to the state of the art facility we now have. We have much more room now than we had before at Essex Aggie where the grooming area was previously located. It made sense

	<p>considering the time students were spending to reduce the credits to one which allowed us to get to 60 credits, complying with the college's push to 60 credits within two years. It was a positive change and curriculum approved it. Excel was removed as well because the CS computer course required includes Excel.</p>
<p>4. Revisions to the Animal Use/Care Campus Policy (was included for committee review)</p>	<p>Nita - The Animal Science Department has made some revisions to the animal use and care campus policy that is currently on the web page. This policy is also distributed at all orientations and requires a signature of any student, faculty or staff that is a part of the Animal Science Department. (Nita included the original campus policy along with the revised policy for Fall 2017 with the agenda so the committee could review.)</p> <p>The big changes needed are as follows: we needed to clarify some of the language about animals being deemed under control. We have had instances where students have brought animals in on collars ranging from 120-150 pounds and don't have control over them. Further, these students are being dragged through the facility, full steam, by their dog. Students think it is acceptable to bring an animal "not in their control" to a Fundamentals of Grooming class. Animals have to be under control and walk politely on a leash or harness. There are other animals in the department that need to be considered. You never know if someone is going to open a door and come out with another dog. If a student doesn't have their dog under control, we are looking at disaster. Taking that into consideration, we have updated the language on the animal use and care campus policy. We also updated the language to read that there has to be pre-approval by an instructor before an animal is brought on campus. Students cannot just show up with their animal and say I brought the dog for today and I thought it was ok. In addition, we require some sort of proof for current rabies vaccination prior to the animal being brought on campus. An acceptable way to notify faculty, i.e., a student can send a picture of current vaccinations by phone with submittal of original paperwork upon arrival at the school. Another area we wanted to update was that animals be restrained at all times. Canines on collars, harnesses and leashes at all times in all areas that are allowed animal access. All felines and small mammals need to be transported in carriers when</p>

	<p>coming on campus. At the next upcoming animal care orientation, Nita will make it clear to the students that if their animal has already been documented with separation anxiety or fear of crates or kennels and barks incessantly when put in a crate or kennel, they are not a pet that should be brought on campus.</p> <p>- We are also making it clear to students that they are required to clean up and dispose of all pet waste in appropriate receptacles outside of the building. The dumpster outside of the building can also be used for animal waste. Sheila Magesky said that she feels it is the responsibility of the instructor to enforce/ensure proper disposal of animal waste by students. Maryanne Atkinson mentioned that she is seeing a trend with waste that is generated as part of our educational activities at the college becoming more and more not a facilities responsibility but the program's responsibility. Maryanne said that she is seeing this trend not only in animal science but other programs too. Lelia King – at a veterinary clinic, the veterinary staff take care of waste disposal. Sheila Magesky thinks that animal waste disposal includes cleaning after grooming, dog training, etc. Students are responsible for sweeping, vacuuming, washing down animal use areas. These responsibilities are the students – not facilities or maintenance. Nita is hopeful that this clarification of language on the animal use and care campus policy will make it easier for students to understand.</p>
<p>5. AVMA Accreditation Visit – October 4th, 5th, 6th</p>	<p>Nita – there are some protocols that we need to review. Lelia King – The AVMA site visit will be October 4th, 5th and 6th. Following is a brief recap of the protocols that we have for all of the classes where we use live animals. Part of the reason why we have an IACUC committee is to make sure that we have protocols in place that will protect the animals that are used in all of our classes on campus where students are learning and practicing their essential skills. It is part of the committee's responsibility to sign off on these protocols. Also, if there are any changes to these protocols, everybody has to revisit them and sign off on them again. If there are no significant changes, then the protocols stay in place, and we review them once a year to make sure that everyone understands them and we are still in compliance. There is also a reporting procedure set in place so if anybody (whether student,</p>

	<p>faculty, etc.) sees anything that they deem might be adding extra stress or potentially putting an animal in jeopardy, there is a methodology in place that allows them the ability to report it. They can report it anonymously or reveal their identity. All of the teleprompters located on campus will periodically flash a notification that explains the college has an IACUC Committee where they can report anything they deem a cause for concern. On the NSCC website, specifically the Veterinary Technology Animal Science Department pages, there is an IACUC link that will take the student to a form that they can fill out and informs them who they can report it to. They can deliver the form to Maryanne Atkinson directly or they can send it to her through inter-campus mail if they want to remain anonymous. Activities in the class where the concern was made would be discontinued until the committee had an opportunity to review and address.</p> <p>Lelia King - The first one that we will look at is the protocol for canine castration. This occurs in VET107 which is our Surgical Nursing & Anesthesia class. It lists the instructors that will be supervising the class. It has the original date for the protocol, when it was last reviewed, the species that will be used and where they are coming from. Our animals will be coming from either local shelters or from members of the NSCC community. We don't offer public services. We usually do two canine neuters during our last three weeks of the Spring semester in our surgical class. There may be a time when we can utilize mannequins. Students are mandated to perform certain types of tasks on live animals after they have had the opportunity to practice on mannequins. We have a description of the procedure. Every animal that goes through a surgical procedure will have their own separate surgical report where the surgeon will explain in detail what they did; i.e., where the incision was made, what suture material they used, what technique they used, how the animal recovered in postop, drugs that were used, etc. We attempt to mitigate anything that is going to cause pain to the animal using analgesics. We do not keep animals overnight on campus. That pretty much goes over the basic components of all of the protocols. Also included will be the benefits of spaying and</p>
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	<p>neutering along with a brief description of the veterinarian performing the surgery.</p> <p>We also do canine spays as well as feline spays and neuters. The only difference for this procedure is that it will be describing the procedure as it's done on a cat.</p> <p>Veterinary Hospital Procedures – this is a class that students take in their first semester/first year. A variety of animals will be brought in for this – cats as well as dogs. The goal is to allow the students an opportunity to do the tasks that they are learning in Veterinary Hospital Procedures on live animals. We have a separate book that goes over in more detail the specific tasks, what they are and how students are expected to complete them as outlined by the AVMA.</p> <p>Basic Clinical Lab is a class that students take in the Spring semester/first year. Again, animals that are used in this will be coming from the NSCC community. Often they are the pets of students enrolled at NSCC. Students will be collecting fecal samples, urine samples, ear preparations, etc. Again, we have even more specific descriptions in a separate binder.</p> <p>Students will sometimes perform venipuncture in this class under the direct supervision of a faculty member. Students will be practicing these skills on mannequins before they move on to a live animal so that they have had some type of simulation before they move to live subjects.</p> <p>Protocols for VET203, 204, 206 – This is Animal Disease 1, Animal Disease 2 and Veterinary Pharmacology – These are classes that students take in their second year. We do a group task of administration of an enema to a cat or a dog as well as conducting intraocular pressure checks on the eyes, fluorescein stains, and schirmer tear testing in these classes. The animals used are from the college community. Students have a Large Animal & Equine Science class that they take second semester of their second year. These animals are not housed on this campus due to their size. These are skills that are taking place at the local high school – Essex North Shore Agricultural & Technical High School. The AVMA requires that whatever skill the student is performing, they are being signed off on by a Veterinarian or a Certified Veterinarian Technician that works for the program. For this class they do blood draws, give injections, put on a harness, walk horses around, restrain cattle,</p>
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	<p>restrain ruminants and administer oral medications, etc. We have had to add a lot of those essential skills since the last site visit in 2012.</p> <p>We also have another class, VET220, which is Exotic Animal Medicine for the Veterinary Technician that students take Fall semester their second year. In this class they do tasks on smaller species, i.e., rabbits, rodents as well as avian species. We do utilize some of the animals at the high school so many of the tasks are done off campus which are signed off on by Lelia, a Veterinarian or a CVT that is involved with the class or the program. We also have rabbits brought on campus. Professor Swaim brings his rabbits in - one rabbit for each student – for this class in the Fall and they practice restraint, blood draws, giving injections, doing oral exams, etc. Those tasks for the rabbits take place on campus.</p> <p>Nita – These protocols have already been approved by the committee but at each meeting we need to review them briefly.</p> <p>Lelia – These are electronic copies but I have hard copies that everybody has signed on record. These will be displayed when the AVMA visit in October.</p> <p>Nita - I may be sending the committee members a letter regarding their position on the committee this summer.</p> <p>Lelia - Our IACUC committee is required to have a CEO, an Institutional Officer, a Veterinarian Officer, a community member at large – people who are not directly involved in the program, and the committee is required to meet a minimum of twice a year – once in the Fall and once in the Spring. Our facility is inspected on a daily basis September through May by Lelia, Nita or Sheila. In the summer the facility is inspected weekly.</p>
6. Questions and/or Proposed Suggestions from IACUC Members	Nita asked if there was any feedback from IACUC members regarding any issues discussed today. There was no feedback or questions from the committee.
7. Member Inspection of the Facilities	Nita took Don Famico on a tour of the facility which included the surgery suite, vet tech lab, kennel area, grooming/training areas and recent purchases because he was absent at the previous IACUC committee.
8. Concluding Statements	Nita thanked everyone for taking the time to attend and contribute and recognized their commitment to the committee.

	The next IACUC meeting will be in December of 2017.
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The meeting adjourned at 12:30 p.m.

Respectfully submitted, *Lucille Malone*

**NORTH SHORE COMMUNITY COLLEGE
INSTITUTIONAL ANIMAL CARE & USE (IACUC) COMMITTEE MEETING**

DATE: January 25, 2018

TIME: 2:30 p.m. – 3:30 p.m.

PLACE: Danvers Campus – Math & Science Building, Room DS202

PRESENT: **Don Famico**, Certified Animal Control Officer, Salem PD and Massachusetts Inspector of Animals; **Patricia Gentile**, CEO/Institutional Official (President); **Lelia King**, Veterinary Official of IACUC, (Director of Veterinary Technology, Animal Science Department); **Sheila Magesky** (Vet Tech Clinical Coordinator); **Martha Rodweller** (Academic Counselor, Student Support Center); **Laura Rubin** (Dean, STEM & Education); **Nita Shaw**, Chair of IACUC (Director of Animal Care, Animal Science Department)

ABSENT: **Christopher Dufort** (NSCC Web and Portal Administrator)

TOPIC	DISCUSSION
1. Opening Comments	Nita welcomed everyone and thanked them for their time and commitment to the IACUC Committee. After the recent AVMA Accreditation visit for the VET Tech program in October, we have made some recommended changes to the IACUC Committee members. Nita thanked President Gentile for accepting the position of CEO/Institutional Official. Lelia will remain the Veterinary Official and Nita will be the Chair.
2. Review of Meeting Minutes from the May 18, 2017, Meeting	Nita previously sent committee members the meeting minutes from the May 18 meeting and sent them again when there was a change in committee members and asked if anyone had any questions; no questions from the committee.
3. AVMA Accreditation Visit in October 2017	Nita After the site visit in October, the AVMA made recommendations to update and include additional information in the protocols for VET classes that utilize live animals. Lelia sent the updated protocols to the committee members in a Google document on January 22 to review before the meeting today. Every protocol now has the maximum number of animals that will be used in a particular class and how frequently they will be used and what the interval use will be. For the Surgical Nursing and Anesthesia class there are five different protocols; five surgical procedures (canine spays / neuters, feline spays / neuters, and canine / feline dental

	<p>cleanings. All the drug doses have to be included. The anesthetic protocols, i.e., what we use for postoperative pain medication and what the dose is for an individual animal are included. A necropsy lab is required by AVMA; students participate in a necropsy on a non-preserved specimen. It cannot come from a biological laboratory where it's been injected or preserved in formula. We have partnered with VCA Wakefield, which is a local animal hospital that works with PAWS (a non-profit rescue organization) for cats on the North Shore. If these animals are found to need humane euthanasia for medical reasons, Wakefield VCA will ask the PAWS Organization if they want to have a necropsy done by NSCC students. Lelia and students perform the necropsy. Any information that is gathered from the necropsy is sent in email form back to PAWS and VCA Wakefield and the cat is returned to PAWS for care of its remains. When a protocol is up for review, IACUC requires it to be reviewed once a year. The protocols then have to be signed by committee members that are eligible to sign; signed protocols are approved and go forward.</p> <p>Lelia - Another recommendation that the AVMA made during their visit this past Fall was Facility Inspection. Every time we meet, everyone is invited to inspect the facility. It is not required by all committee members but the facility has to be inspected on a regular basis and at least two committee members have to sign off on completing an inspection; example of chart provided. We will also need to get certified with the USDA even though we don't house animals overnight on campus. The USDA will also come and inspect the facility and Lelia has heard that they don't like to see rust so the kennel yard will have to be painted.</p> <p>Laura Rubin – Once the protocols are approved, I would just like to add an additional step to new faculty that we hire; for example, Exotics. Any protocols that would govern any animals in that class so that we can make sure the instructors are aware of the limitations we abide by. If there is a maximum number of animals or a maximum number of times an animal can be utilized for a certain procedure, I would like to have a sign off sheet added to their file saying that they are aware and agree to abide by the protocols.</p>
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	<p>Lelia asked the committee if they had any questions about the protocols. One of the IACUC guidelines is to give the committee access to the protocols before the meeting to review.</p> <p>Lelia said that we need to have a hard, signed copy so she passed around the protocols to each committee member to sign off on. There should be twelve tabs in all.</p> <p>Nita - The forms have been updated with the current information and President Gentile has the IACUC Incident Report if anyone needs to report at any point. Nita will move forward and contact Chris Dufort about getting the old ones taken down. We still have our streaming message. The signage has to be in every building on campus where the program is held.</p> <p>Lelia – AVMA thought the TNR was a great opportunity for the students and service learning. If there is a way to mandate that students be pre-exposure rabies vaccinated, it will be fine. If not, the AVMA is concerned about the safety risk to the students even though they don't handle the cats until after they have been anesthetized by a CVT or a veterinarian.</p> <p>Laura Rubin – We are leaning towards that but we are trying to investigate options to mitigate the financial piece. It may come down to making it mandatory.</p> <p>Pat Gentile – I will call the PACE people and ask them if our student insurance covers it.</p> <p>Lelia – the recommendation is that when students go to pursue it through their primary care, they take information printed off the CDC online. The CDC is recommending strongly that if students are going into this field, they need to get vaccinated.</p>
4. Questions and/or Proposed Suggestions from IACUC Members	<p>Nita asked if there was any feedback from IACUC members regarding any issues discussed today. There was no feedback or questions from the committee.</p>
5. Concluding Statements	<p>Nita thanked everyone for taking the time to attend and contribute.</p> <p>The next IACUC meeting will be May 17 at 3:00 pm in HPSS-342.</p>

The meeting adjourned at 3:30 p.m.

Respectfully submitted, *Lucille Malone*

**NORTH SHORE COMMUNITY COLLEGE
INSTITUTIONAL ANIMAL CARE & USE (IACUC) COMMITTEE MEETING**

DATE: May 17, 2018

TIME: 3:00 p.m. – 4:00 p.m.

PLACE: Danvers Campus – **Health Building, Room HPSS-342**

PRESENT: **Christopher Dufort** (NSCC Web and Portal Administrator); **Patricia Gentile**, CEO/Institutional Official (President); **Lelia King**, Veterinary Official of IACUC, (Director of Veterinary Technology, Animal Science Department); **Sheila Magesky** (Vet Tech Clinical Coordinator); **Martha Rodweller** (Academic Counselor, Student Support Center); **Laura Rubin** (Dean, STEM & Education); **Nita Shaw**, Institutional Official of IACUC (Director of Animal Care, Animal Science Department)

ABSENT: **Don Famico**, Certified Animal Control Officer, Salem PD and Massachusetts Inspector of Animals

TOPIC	DISCUSSION
1. Opening Comments	Nita welcomed everyone and thanked them for their time and commitment to the IACUC Committee (meets semi-annually). Committee members all know each other so committee member introductions were not necessary.
2. Review of Meeting Minutes from the last Meeting	Nita previously sent committee members the meeting minutes from the last meeting and asked if anyone had any questions. She also attached them to the agenda so that committee members could review them. There were no questions from the committee.
3. AVMA Accreditation Visit in October 2017	After the AVMA visit in October we needed to change the CEO which is now President Pat Gentile. Nita remains as the Chair and Lelia King continues to be the Veterinary Official. The rest of the committee members remain the same. Lelia shared some results from the AVMA visit. We have been on a five year cycle with them. At the end of April we were notified that our accreditation has been maintained. We have full accreditation status for six years which is the maximum amount of time between visits. The AVMA will not visit again until 2023. AVMA recommendations: they wanted to make sure that the Institutional Official was in a high enough position to implement AVMA changes so that we were in compliance with the Animal Welfare Act Legislation; hence, President Pat Gentile becoming the Institutional Official.

	<p>Other changes that the AVMA recommended were updating the protocols which were updated back in the Fall. AVMA also wanted us to come up with a protocol regarding the cadaver use in the program which we did and that was updated in the Fall as well. In September Lelia will forward to the AVMA an example of an updated protocol as well as a cadaver protocol to ensure that we are in compliance.</p> <p>We are also required to provide more details about how many animals are going to be used in a particular class, how many times a particular task might be attempted on an animal and information about drug protocols. All the information they required has been updated and included in the protocols. Protocols were all signed off on in our last meeting in January.</p> <p>We only need to review the protocols with you as a committee in this meeting on a yearly basis. We don't need to review the protocols as a committee until our meeting in December unless anyone has specific questions or wants to address something about the protocols.</p> <p>Lelia will send out a google doc link of the protocols prior to the meeting in the Fall for the committee to review.</p>
4. Rabies Vaccination	<p>Laura Rubin – One of the things that did come out of the site visit with the AVMA was a raised concern on their part that we may be increasing student exposure to rabies with our trap/neuter return service learning component that is offered in the Fall of their first year. Ferrel cats are trapped by local trappers and brought to the college for a neuter clinic. Program faculty and other volunteers, who are rabies vaccinated, work with the cats and anesthetize them so they are anesthetized prior to the students working with them. We feel strongly that the risk to exposure is low. However, one of our critical recommendations from the AVMA was to make sure that we are continuing to ensure that our students are properly protected and that we are giving them all the opportunities they should have to maintain optimal health. This has brought up a consideration around the admissions process.</p> <ul style="list-style-type: none"> - Should we be requiring pre-exposure vaccination as an admission requirement to the program? - If we were to do that, what would be the impact on the student?

	<p>We have a pretty extensive admissions process already. The application packet goes out in the summer for the following year and we have extensive academic requirements. If we were going to require this additional step, we would need to think about the timing. So a pre-exposure rabies vaccination requires a certain amount of time: it's three series of shots separated over a month – it would require at least 30 days or so for the student to initiate the vaccination process and complete it. We need to think about logistically where that fits into the application process.</p> <ul style="list-style-type: none"> - Do they need to have started it in order to be accepted? - Do they need to have completed it? - Do they need to have completed it by June 1? <p>We also need to think about the financial impact. Rabies vaccination is expensive. Sometimes it's covered by your insurance and sometimes it's not. The President has done some extensive research on local clinics and whether or not the student insurance covers it. It does cover it for students in the Vet Tech Program.</p> <p>If we want to make this a requirement, the impact on the student could be financially significant. The range for cost per shot is \$200 to \$1,000 if they are paying out of pocket.</p> <p>We need to think about the best possible way to set this up.</p> <ul style="list-style-type: none"> - Would we make it a fee associated with tuition that students could use financial aid for? If they already had the pre-exposure vaccination, they could show us proof and the fee would be waived. That would take it out of the admissions process and make it a requirement of matriculation. - Do we require that they just get it done and show us the proof? - If they have financial trouble or their insurance doesn't cover it, do we offer them a grant application? <p>The financial piece is the largest consideration as well as the timing but there are other implications around refusal for vaccination.</p> <ul style="list-style-type: none"> - If someone didn't want to be vaccinated for religious reasons, etc. Laura isn't sure what the college policy is on vaccinations. She doesn't think that a student can refuse to be vaccinated and attend a public institution. <p>Laura will check to see what the immunization requirements are for the school.</p>
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	<p>Would we have a waiver process in place for people who have other health considerations.</p> <p>Pat Gentile – I do have an appointment with Secretary Sudders to talk about the rabies vaccination insurance coverage. I know that Mass Health covers it and I know that our student insurance covers it.</p> <p>Pat Gentile – Why are students choosing not to vaccinate?</p> <p>Laura Rubin – We have statistics on our incoming classes. Half of our students are pre-exposed vaccinated when they come in; the other half - some students (8) started and then waived out and didn't complete the process and some (2) just declined. What we don't know is why. We need to figure out a way to try to get that information from the student which doesn't breach their confidentiality.</p> <p>At the Vet Tech Advisory Board Meeting we discussed the possibility of adding it as an admission requirement which also improves their chances of employment.</p> <p>Laura Rubin - I think we should mandate it in a fair way as an admissions policy because it is the right thing to do for our students in our program.</p> <p>Animal Care Program – Occupations for animal care graduates are working with owned animals where vaccination is required by law. Most of the time their exposure risk to rabies is very low. That being said, there are a few occupations that have increased risk such as animal control officers. In which case (I have this written up and sent it to Karen Hynick for her review.), we could have a grant fund application for someone who is interested in being an animal control officer and doesn't have insurance coverage.</p> <p>Pat Gentile – Pat would like the committee to survey the current students and ask them if they have been denied insurance coverage for pre-exposure rabies vaccination. If so, who is their insurance company? Pat needs the information by June 27.</p> <p>Laura Rubin – I think there are creative ways that we can come up with to take away the financial burden.</p>
5. Mount Ida Students	<p>Laura Rubin – I have a spreadsheet to share with you regarding Mt. Ida. There have been about 40 students that Laura worked with personally. Pat Gentile said that she thought the Board would want to look at this information in June. Laura offered to share the Google doc with Pat as it has</p>

	extensive detail on it regarding the Mt. Ida students.
6. Questions and/or Proposed Suggestions from IACUC Members	Nita asked if there was any feedback from IACUC members regarding any issues discussed today. There was no feedback or questions from the committee.
7. Concluding Statements	Nita thanked everyone for taking the time to attend and contribute and suggested they inspect the facility. Nita provided the committee a copy of the last inspection. The next IACUC meeting will be December .

The meeting adjourned at 4:00 p.m.

Respectfully submitted, *Lucille Malone*

**NORTH SHORE COMMUNITY COLLEGE
INSTITUTIONAL ANIMAL CARE & USE (IACUC) COMMITTEE MEETING**

DATE: December 20, 2018

TIME: 2:30 p.m. – 3:30 p.m.

PLACE: Danvers Campus – HPSS 342

PRESENT: **Officer Don Famico**, Certified Animal Control Officer, Salem PD, and Massachusetts Inspector of Animals; **Patricia Gentile**, CEO/Institutional Official, (President) - (on speaker phone for this meeting); **Lelia King**, Veterinary Official of IACUC, (Director of Veterinary Technology, Animal Science Department); **Sheila Magesky** (Vet Tech Clinical Coordinator); **Laura Rubin** (Dean, STEM & Education); **Nita Shaw**, Chair (Director of Animal Care, Animal Science Department)

ABSENT: **Christopher Dufort** (NSCC Web and Portal Administrator); **Martha Rodweller** (Academic Counselor, Student Support Center)

TOPIC	DISCUSSION
1. Opening Comments	<p>Laura Rubin - called President Gentile to join the meeting.</p> <p>Nita Shaw - welcomed everyone. Nita previously sent out the agenda to the committee members. Lelia also sent out the link to the IACUC Protocols for everyone to review. Nita asked if anyone had any questions regarding the minutes from the last meeting. There were no questions or concerns.</p> <p>Laura – USDA Inspection of the Animal Science Facilities – We applied for approval via the USDA in November of 2017. We didn't hear anything until Ellis Karr, DVM, the Veterinary Medical Officer from the USDA stopped into our office on May 29. Ellis Karr congratulated us on being certified by the USDA. The USDA had put the letter in the mail the day before so we had not received the letter yet and they were here for the inspection. The Federal Agencies do feel that they have the right to come, unannounced, during the college's posted business hours for the inspection. We need to make perfectly clear to them what our programmatic business hours are compared to what the college's business hours are. If I had been on the Lynn Campus that day, we would have been given a demerit for not having someone present. The inspector was very happy with our program and our facility. We did a tour of the facility and Ellis Karr sat and</p>

	<p>reviewed our IACUC protocols as well as all of the minutes from our advisory board meetings and the IACUC minutes which she said were easy to follow and understand. Ellis also looked closely at the membership that we maintain. She had some recommendations based on that initial review so I think we should talk about adding an additional community member to the IACUC roster which is a direct recommendation from our USDA Officer. Ellis also had some feedback for us on our IACUC protocols which necessitated Dr. King rewriting those protocols to meet the USDA regulations. The protocols are now clearer and informative on a lot of different levels because of the review. I think that this will be a good partnership. Ellis also gave us a couple of blue books which are quite extensive and delineate the details of the Animal Welfare Act and that is what we are striving to meet in order to maintain our certification with the USDA. I think it was a good visit and they will probably visit us annually at their discretion. We need to let her know our posted hours and designated break times and summer schedule which would be less advisable for a surprise visit.</p> <p>Lelia King – I have sent Ellis the weekday hours. I will forward her the academic calendar so she will have the school break dates.</p> <p>Pat Gentile – I have a question: The USDA says that we are certified. Is that something we can put on our website? Does that add value to prospective students?</p> <p>Laura Rubin – Possibly, it is not a requirement as far as the AVMA is concerned or for accredited programs or to sit for the license exam - but it certainly is something that makes us look shiny. We have the certificate on the wall in the lab.</p> <p>Lelia King - The fact that the program is accredited is on the program page. It doesn't have anything about the USDA Certification on the program page.</p> <p>Laura Rubin – We could add that if you feel like it would be a positive attribute.</p> <p>Pat Gentile – I think that any time we have a seal of approval from someone in authority (whether it's an association, the government or the USDA) it shows we go above and beyond what many programs do - it's something to be proud of and we should let people know.</p> <p>Laura Rubin - I agree, we do it with the FAA and we will follow up with Chris.</p>
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<p>2. Updates to the Required IACUC Protocols</p>	<p>Nita – Does anyone have any questions?</p> <p>Lelia King – I would like to mention some of the broader changes that had to be applied to all of the protocols. AVMA came through to make sure that the program is evaluated to re-up our accreditation in the Fall. Subsequent to that, I had updated the protocols and then the USDA came in they wanted me to update a little more. In general what it comes down to is that the USDA is interested in making sure that it's designated in each protocol what pain category animals fall in. Animals that are only going to experience something that is a temporary/moment in time type of pain; i.e., a blood draw or a nail trim, fall into one pain category – usually pain category C. Other types of pain where they would need analgesics fall into category D. For example, animals that are having spays and neuters done where they are going to be going home with postoperative analgesics fall into category D. USDA wanted to make sure that we designated each of the protocols as either pain category C or pain category D.</p> <p>The AVMA and the USDA also wanted to make sure that we had a fairly rough number of how many animals were going to be used for each protocol and they were also concerned about how many times one animal might be used for a particular essential skill. So, President Gentile, that goes into your question of “if you had a cat or dog that came in for spay or neuter, would they also have a dental cleaning done as a separate anesthetic procedure?” - the answer to that question would be a no in a calendar year. If an animal comes in, they would come in for one anesthetic procedure within a calendar year. They want to make sure that not too many procedures are done on one animal.</p> <p>They also wanted clarification on how many attempts students would have to, i.e., draw blood on an animal. Three attempts are allowed. They wanted to make sure that students aren't having an un-ended number of tries.</p> <p>Surgical Protocols - I updated the information on the veterinarian that we have that will be conducting the surgeries this spring which is Dr. Lisa Corti as well as the anesthetic protocols that we would use during the anesthetic procedures. Does anyone have any questions?</p> <p>Laura Rubin – I also heard from her when we were having the inspection. She felt like there</p>
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	<p>had to be something in the protocols that addressed why we were doing the invasive procedures and a justification with references. I read through the protocols and I think Lelia did a really good job on this. To say that a spay or neuter is accepted practice didn't seem like it was enough. There has to be statements about how there is really no other alternative for effective population control that's reasonable to the animal.</p> <p>Lelia King – Students should have as much opportunity to practice these things on non-live specimens, mannequins, simulation, etc., to make sure they are as proficient as possible before moving on to a live animal, and if they are going to be doing a procedure on a live animal, the animal should be benefitting from the procedure. Does anyone have any question? No questions.</p> <p>Pat Gentile – No, I thought it was really very clear and I asked my questions when I reviewed them. Good answers!</p> <p>Lelia King – I will send the protocols around for committee members to sign. Don, Laura, Nita are here right now and will be able to sign them. Sheila and I cannot sign them because we are directly involved with the protocols. We need a majority on the committee to sign who are eligible to sign in order for them to pass through. Marty will sign also.</p> <p>Pat Gentile – I also have an electronic signature that could be used if needed during my absence. Please contact Susan Mulvey or Joanne Sullivan. Committee Members signed the protocols.</p>
<p>3. Recommendation of USDA Adding Community Member to the Committee</p>	<p>Nita Shaw – Ellis Karr, DVM, USDA, has recommended that we add another community member to the IACUC Committee. Do you have any suggestions or thoughts about how we might go about adding another member?</p> <p>Lelia King - It has to be someone that has no affiliation with NSCC. They can't work for the college, they cannot be related to anyone who works for the college and they cannot be alumni of the college. Lelia asked committee members to let her know if they think of someone.</p> <p>Pat Gentile – Do we have a written description of what that new committee member would be doing and how much time they would have to commit to?</p> <p>Lelia King – Yes, I do have a description that I can send you that will give them an idea of the commitment. Lelia also said she would forward the description to committee members.</p>

	<p>Laura Rubin – What if they were an employee at Essex Tech. We utilize their facility. Would that be considered an affiliation with NSCC?</p> <p>Lelia King – No. It has to be a direct affiliation.</p>
4. Questions and/or Proposed Suggestions from IACUC Members	<p>Nita Shaw - asked if there was any feedback from IACUC members regarding any issues discussed today. There was no feedback or questions from the committee.</p>
5. Member Inspection of the Facilities	<p>Nita Shaw – Lelia, Sheila and I are going down to conduct the semi-annual facility inspection. She invited all committee members to join them on the inspection.</p> <p>Pat Gentile – Thanked the committee for all of their hard work this year.</p>
6. Concluding Statements	<p>Nita thanked everyone for taking the time to attend and contribute and recognized their commitment to the committee. The remainder of the meeting was spent touring the facility. The next IACUC meeting will be May 14th at 2:00 pm in HPSS 342.</p>

The meeting adjourned at 3:30 p.m.

Respectfully submitted, *Lucille Malone*

**NORTH SHORE COMMUNITY COLLEGE
INSTITUTIONAL ANIMAL CARE & USE (IACUC) COMMITTEE MEETING**

DATE: May 14, 2019

TIME: 2:00 p.m. – 3:00 p.m.

PLACE: Danvers Campus – HPSS 342

PRESENT: **Christopher Dufort** (NSCC Web and Portal Administrator); **Officer Don Famico**, Certified Animal Control Officer, Salem PD, and Massachusetts Inspector of Animals; **Patricia Gentile**, CEO/Institutional Official of IACUC, (President); **Lelia King**, Veterinary Official of IACUC, (Director of Veterinary Technology, Animal Science Department); **Sheila Magesky** (Vet Tech Clinical Coordinator); **Martha Rodweller** (Academic Counselor, Student Support Center); **Laura Rubin** (Dean, STEM & Education); **Nita Shaw**, Chair (Director of Animal Care, Animal Science Department)

TOPIC	DISCUSSION
1. Opening Comments	Nita Shaw - welcomed everyone. Nita previously sent out the agenda to the committee members. Nita also sent out the minutes from the last meeting to committee members and asked if anyone had any questions regarding the minutes from the last meeting. There were no questions or concerns.
2. Animal Science Department Updates	Animal Science Updates – We are currently certified and compliant with the USDA and the Animal Welfare Act. We will be compliant until May 2021. Laura – We have this number of years and then do we have a reapplication process at that time? Nita – Yes. There was a recent site visit. It was unannounced and it was during class meeting time. Sheila handled it. Dr. Karr, VMO for Animal Care, was the inspector. Lelia – The USDA is only interested in regulating the use of animals that are not owned by someone, or their owner is not readily available or reachable. The majority of the animals that we use are owned. The USDA does not have any jurisdiction over the animals that we use at Essex Tech when students go off site to clinics or over the cats for the TNR because the trappers own the cats and the trappers are there when the TNR is taking place. They don't have jurisdiction over the animals in the Surgical Nursing and Anesthesia class because that's a veterinary client patient relationship where shelter animals or members of the community bring their pets in and sign release

	<p>forms because their animals are having spay, neuter or dental cleaning under anesthesia. If a student brings their pet and they are present during the procedure, the USDA does not have jurisdiction because the owner is present. Because we do not own program animals, the jurisdiction for the USDA is narrow in scope. The VMO, Dr. Karr, mentioned a few times to Sheila that we probably do not need certification. Dr. Karr did recommend making sure that all of the IACUC protocols addressed painful procedures done on the animals; i.e., multiple different modes of helping to minimize or alleviate pain should be taken. Lelia reviewed the current protocol for the TNR Clinic for feral cats and added an addendum for an additional analgesic. The goal is to try and maximize the amount of pain control for these cats. They are an at risk population because they are feral and aren't a population that is easy to medicate after they have had medications given at the TNR. It's another way to try and help provide additional analgesic and administer it when they have the opportunity to do so. Lelia asked if anyone had any questions. Pat asked if the VMO comes back to check on suggested changes. Lelia answered, yes. Nita – When Dr. Karr visited, she reviewed all of the protocols again and looked at all of our IACUC minutes. Don Famico – are the trappers certified by the State of Massachusetts? Do they have credentials? They are required to be registered with the State to be a certified trapper. Sheila – I don't believe they are certified. They are mostly just good citizens. The cats are Commonwealth Cats which is my non-profit organization. I founded it in 2004. We hold two clinics here at the school – one in October and one in November for the students so they can utilize their skills.</p> <p>Nita – The AVMA gave us a recommendation of making sure we have an additional community member on our IACUC Committee. They suggested that it wasn't a requirement but a good idea just in case one community member can't make the meeting. I have attached to the agenda the primary duties for an IACUC animal care & use committee member. These came right off the AVMA website. Nita – does anyone have any questions? Don Famico said he mentioned it to Jenna. She is a manager at Northeast Animal Shelter. I asked Jenna if she</p>
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	might be interested and she said yes. Sheila knows her. I will share this primary duty handout with her and maybe Sheila can follow-up with her. Sheila gave Don her cell phone number in case Jenna is interested in becoming a committee member.
3. Member Inspection of the Facilities	Nita – If there aren't any more questions or feedback, I would like to proceed with the inspection of the facility downstairs.
4. Concluding Statements	Nita thanked everyone for taking the time to attend and contribute and recognized their commitment to the committee. The remainder of the meeting was spent touring the facility. The next IACUC meeting will be December 19, 2019 at 1:30 pm in HPSS 342.

The meeting adjourned at 3:00 p.m.

Respectfully submitted, *Lucille Malone*