

Institutional Animal Care and Use Committee

Meeting Minutes

April 5, 2019 – 10:00am-11:00am – Science Building Room 301

Present: Jason Irwin, April Binder, Fred Newschwander, Jessica Mayhew, Patti Gylling, Jonathan Betz, Kristin Karns, Leslie Lotspeich, and [redacted]

Approval of Meeting Minutes

- The committee approved the minutes from the February 22, 2019 meeting.

USDA Inspection Report Findings

- No new discussion.

Semi-Annual Program Review and Facility Inspection Findings

- We need to schedule this for the end of the school year. Perhaps the Monday of finals when no classes are running? We will reassess once we have set our regularly scheduled meetings.

Post-Approval Monitoring

- April will email [redacted] and Leslie about when activities will be going on with the mice for her cancer class. They will forward this on to Mike Fuller and the rest of the committee.

New protocols and modifications pending review and approval

- [redacted] (A011901) – Jason will ask her to clarify about monitoring the nets. Once this written clarification is added to the records, [redacted] will send along the official approval letter.
- Blaise Dondji (A011905) – This protocol was updated with clarifications on the number of individual mice who will be used and the source of the mice. The committee approved the protocol.
- Lori Sheeran / Kathleen Barlow (A031901) – The committee approved the protocol.
- April Binder (2019-015-ONC) – The committee approved the protocol.
- Kristina Ernest (M041901) – The committee approved the modification to the protocol.

Approved protocols pending annual review

- Daniel Beck (A091506) – Jason will follow up with him for clarifications on the numbers of animals observed vs. handled before we issue approval.

Other Discussions

- Re-scheduling regular meeting times
 - [redacted] will get in touch with Mike Fuller about his availability and we will develop a new meeting time based on that.
- SOPs
 - Text description for IRBManager
 - Jason is working on a description.
 - How do we want to require signatures?
 - No discussion at this time.
- Animal facilities access policy
 - No discussion at this time.
- Animal handling videos
 - No discussion at this time.

Institutional Animal Care and Use Committee

Meeting Minutes

May 3, 2019 – 3:00pm-4:15pm – Science Building Room 301

Present: Jason Irwin, April Binder, Michael Fuller, Fred Newschwander, Jessica Mayhew, Patti Gylling, Jonathan Betz, Leslie Hunter, and [redacted]

Approval of Meeting Minutes

- The committee approved the minutes from the April 5, 2019 meeting.

USDA Inspection Report Findings

- No new discussion.

Semi-Annual Program Review and Facility Inspection Findings

- Scheduled for Friday, May 31st at 3pm.

Post-Approval Monitoring

- Fred Newschwander attended April Binder's cancer biology class. These were his comments as imparted over email to Leslie Hunter: "Today, 10 Apr 2019, I attended and observed Dr. April Binders cancer biology class. The IACUC committee has of course, previously approved her proposal and the handling and care of the mice by her, her teaching assistant, and the students closely followed the proposals outline. I saw nothing amiss and have no recommendations for change. The use of the mice in a class at this complexity level seemed entirely appropriate."

New protocols and modifications pending review and approval

- [redacted] & [redacted] (A041908) – The committee had several issues with the protocol. The committee elected to withdraw approval in the submission system rather than discuss possible modifications to the protocol because Jason Irwin (faculty supervisor to submitters) informed us that the students had decided to withdraw the application and pursue an invertebrate project instead.
- [redacted] (A041913) – The committee asked that [redacted] address questions about how many samples she would be collecting from each mother-infant dyad and how she would measure parasite load before issuing approval.
- [redacted] (A041911) – April Binder had approved this protocol in the submission system prior to the meeting.
- [redacted] (2019-051) – This protocol was submitted in IRBManager. Committee comments have not yet concluded.
- [redacted] (A041915) – The committee issued approval.

Approved protocols pending annual review

- Daniel Beck (A091506) – Jason will follow up with him for clarifications on the numbers of animals observed vs. handled before we issue approval.

Other Discussions

- Scheduling remaining meeting times
 - The last IACUC meeting of the quarter will be May 31st at 3pm. It will include the semi-annual program review and facility inspection as well as any outstanding protocol review items that need to be completed.
- IRBManager issues

- Jessica Mayhew could not see [redacted] protocol submission at all after abstaining from committee commenting. [redacted] and Leslie will check to make sure access to her protocol opens back up upon approval, and that committee members can easily access all approved and active protocols.
- SOPs
 - Text description for IRBManager
 - The committee decided to remove the SOP option as a protocol type in IRBManager.
 - How do we want to require signatures?
 - The committee discussed different options for tracking in-person trainings and SOP trainings in IRBManager. Leslie and [redacted] will continue to brainstorm.
 - Standard formats/instructions
 - Jason is working on these.
- Animal facilities access policy
 - [redacted] will draft some lines about this for the website.
- Animal handling videos
 - No progress on this at this time. April Binder and Jonathan Betz may work in this over the summer.
- April announced that she received the new vaporizer to set up controlled isoflurane. She will be submitting a protocol soon to pilot test it. This will hopefully allow all procedures to be done in the Vivarium so that animals do not have to be moved as much.
- Graduate Studies and Research is formalizing a nomination process for the IACUC Chair and is accepting nominations for the next 3-year term through May 17th.

Institutional Animal Care and Use Committee

Program Review and Facilities Inspection / Meeting Minutes

May 31, 2019 – 3:00pm-4:30pm – Science Building Room 302A

Present: Jason Irwin, April Binder, Michael Fuller, Fred Newschwander, Jessica Mayhew, Kristin Karns, Patti Gylling, Jonathan Betz, and [redacted]

Approval of Meeting Minutes

- The committee approved the minutes from the May 3, 2019 meeting.

USDA Inspection Report Findings

- No new discussion. There are no longer hamsters on campus, so we may no longer receive visitors from the USDA.

Post-Approval Monitoring

- April Binder has two students conducting research over the summer. One student from the Primate Behavior program will be doing research at the Woodland Park Zoo over the summer. This will be purely observational.
- Plenty will be going on with I-90 research over the summer. [redacted] will send out a list to the committee of PIs/protocols involved in the I-90 research. Interested committee members will pick one protocol to tag along with over the summer and coordinate a time with the PI.

New protocols and modifications pending review and approval

- [redacted] (2019-066) – pending in IRBManager
- [redacted] (2019-071) – pending in IRBManager

Approved protocols pending annual review

- Daniel Beck (A091506) – Jason will follow up with him for clarifications on the numbers of animals observed vs. handled before we issue approval.
- [redacted] (A031805) – The committee issued its approval for continued activities under this protocol.

Other Discussions

- IRBManager rollout!
 - PIs were notified by email of the transition to IRBManager and the IACUC website now only gives information about
 - [redacted] will send along an updated user guide for IACUC members and show how they can look at other committee members' comments before commenting themselves.
- SOPs
 - No updates.
- Animal handling videos
 - April Binder and Jonathan Betz will work on this over the summer.

Program Review and Facilities Inspection

- There were no major concerns voiced by committee members during the facilities inspection.
- Below is a summary of observations and comments made during the facilities inspection:
 - Science I
 - All of the animals in the lobby displays looked good! There are fish in the fish tank again.
 - All the animals in the biology vivarium also looked good.

- Jason Irwin commented that Tank J and Tank I in the fish room looked a little murky.
- April Binder filled the committee in on plans for weaning and breeding the mice and assigning them to different protocols. We learned that, when possible, two pregnant females will be housed together so they can share in mothering responsibilities. April said that they have found a few old mice dead. She is working to get her students to recognize when the mice are getting old so that they can be euthanized.
- The committee observed the cage washing room and the electronic database.
- Aquatics Lab
 - There are a few frogs living in this lab. Jonathan Betz commented that the water level was getting a little low in their habitat.
- Greenhouse
 - Snorkel the sulcata tortoise is be-a-utiful and continuing to grow.

Institutional Animal Care and Use Committee

Meeting Minutes

October 18, 2019 – 3:00pm-4:15pm – Samuelson 220

Present: April Binder, Michael Fuller, Fred Newschwander, Jessica Mayhew, Patti Gylling, Jonathan Betz, Leslie Hunter, Kerri Larson, and [C17]

Approval of Meeting Minutes

- The committee approved the minutes from the May 31, 2019 meeting/facility inspection.

USDA Inspection Report Findings

- No new discussion.

Semi-Annual Program Review and Facility Inspection Findings

- The committee signed the report to the Institutional Official for the May 31 facility inspection.
- The next program review and facility inspection will be held on December 6, 2019.

Post-Approval Monitoring

- April Binder will be doing a glucose tolerance test next month November 14, 2019 around 7:30 AM. Committee members are welcome to observe, email April to confirm time that week.
- Jonathan Betz will notify committee members of upcoming educational tours so we can see what the procedures look like for that programming.

New protocols and modifications pending review and approval

- [C17] (M101901): The committee approved the modification to extend [C17] study.
- Jonathan Betz (M101902): The committee approved the modification to add a rescued gopher snake to the protocol.

Approved protocols pending annual review

- n/a

Other Discussions

- Review SOPs
 - April and [C17] have been reworking some of the SOPs. [C17] will email those out to the committee for review. We hope to review a few SOPs at each meeting, standardize their formatting, and upload them into IRBManager.
- Reporting number of animals used in cases of protocol overlap
 - April, Leslie, and [C17] will look into adding a question on the application about whether any of the animals to be used will be transferred from another active or completed protocol.
- IRBManager rollout
 - Everything is running smoothly!
 - [C17] and Leslie will look into whether we can get Kerri Larson access into IRBManager to enter approval dates for medical clearances.
- Animal handling videos
 - April and Jonathan will work on these. They will potentially incorporate the educational tours.
- Federal assurance
 - April and Leslie renewed our federal assurance over the summer. This included some work with campus police to develop a disaster plan, which we are still working with them on.

Institutional Animal Care and Use Committee

Meeting Minutes

November 15, 2019 – 3:00pm-4:45pm – Samuelson 220

Present: April Binder, Jonathan Betz, Leslie Hunter, Kerri Larson, Wendy Williams, and [redacted]

Approval of Meeting Minutes

- The committee tabled approval of meeting minutes until the December program review/facility inspection, since many of the members present for that meeting were not present at this meeting.

USDA Inspection Report Findings

- n/a

Semi-Annual Program Review and Facility Inspection Findings

- The next program review and facility inspection will be held on December 6, 2019. It will start in Samuelson 220 and then continue on to Science I for the inspection.

Post-Approval Monitoring

- April will get in touch with Dannica in COTS about educational programming.

New protocols and modifications pending review and approval

- [redacted] (2019-128-ONC), Investigating the Avian Species Composition, Diversity, and Abundance of Engelhorn Pond
 - Full Committee Commenting is not due for this protocol until November 22, 2019, but the committee discussed what to do about the fact that the student had already been conducting the research described under this protocol for several months, not knowing she needed IACUC approval for her observational study. After lengthy discussion, the committee decided to approve the protocol from the approval date moving forward. We will also send a separate memo documenting the current policy, but stating that we will provide a one-time exception for using the data that has already been collected in this case due to the sound methods, transparency, and the fact that repeating the research would be more invasive than using what has already been collected.

Approved protocols pending annual review

- n/a

Other Discussions

- Review SOPs
 - No discussion at this time.
- Chair report on class visits
 - No discussion at this time.
- Using archival data for animal research
 - Some universities have policies that IACUC approval is not required for using archival data, as long as the researchers were not intentionally involved in producing the data.
 - Student asking about using video data from Chimpanzee Sanctuary Northwest. This does not require IACUC approval as long as it was data collected for separate uses by the facility housing the animals and/or is collected under approved protocols under that facility.
 - [redacted] will draft a policy on this that can be linked easily on our website, with clear language about getting in touch if there is any doubt.

- Animal handling videos
 - Jonathan and April will submit a protocol for using animals for these training videos.
 - This will cover animal handling, transferring, and general laboratory procedures specific to students involved with the animals in our Vivarium.
 - These will be watched before entering the Vivarium for in-person training.
- IRBManager
 - If a committee member does not submit a comment before the committee commenting period ends, the review item does not disappear. [CJ] will email [CJ] about fixing this.
- Policies and procedures
 - We will be updating these since they are out of date.
- ZOOM meetings
 - [CJ] will look into options for bringing committee members in on meetings remotely since we have some members who struggle to make it in person. Is that allowable for voting members?
- The committee identified a need to better educate faculty about what activities require IACUC review and what the consequences are for collecting data before gaining IACUC approval.
 - [CJ] will draft a memo about this.
 - April will request some time at department meetings for departments that are involved in animal research and make this policy clear.
 - We could attend department meetings more regularly to increase IACUC's visibility/accessibility in general.

Program Review and Facilities Inspection / Meeting Minutes

December 6, 2019 – 2:00pm-4:30pm – Samuelson 220 / Science I Building Lobby & Vivarium

Present: April Binder, Patti Gylling, Jonathan Betz, Kerri Larson, and [redacted] Michael Fuller, Jessica Mayhew, and Wendy Williams were present for all or part of the meeting in Samuelson but none or part of the facility inspection in Science I.

Approval of Meeting Minutes

- The committee approved the minutes from the October 18, 2019 meeting.
- The committee tabled approval of the November 15, 2019 meeting minutes because not enough members from that meeting were present.

USDA Inspection Report Findings

- n/a

Post-Approval Monitoring

- No new discussion.

New protocols and modifications pending review and approval

- n/a

Approved protocols pending annual review

- n/a

Program Review and Facilities Inspection

- Archival data
 - The committee decided to add a line to the current draft of the archival data policy about getting in touch with the IACUC to get verification that a research plan does not require IACUC approval. [redacted] will add this to the draft and we will get the policy up on the website! April will forward it to the Biology, PBE, and Psychology Chairs to share with their faculty.
- SOPs
 - April and Jonathan have been talking about snake SOPs with Daniel Beck. The plan is to have an SOP with general care guidelines and with separate appendices for the venomous species.
 - Cage & Bottle Washer
 - The committee approved this SOP with an additional note about the Facility Manager being the only authorized personnel to change detergent and gloves suggested at a minimum for changing detergent.
 - Autoclave
 - The committee approved this SOP with an additional note about placing indicator tape on bags or trays before running the autoclave, and a change from requiring verification on the autoclave every month to on an as-needed basis.
 - Mice Handling
 - The committee discussed this SOP shortly. The committee tabled approval until the next meeting so that April can revisit a few things in the SOP first.
- There were no major concerns voiced by committee members during the facilities inspection.
- Each committee member was offered a checklist to make notes about sanitation, food and water provisioning, animal identification, waste disposal, health records, enrichment, etc. Below is a summary of observations and comments made during the facilities inspection:

- Does Snappy need some vegetation to “hide” in?
- Great identification cards on the mice and reptiles. Identification present on all cages.
- Computer records up to date.
- Is the wire with duct tape exposed in the boa’s enclosure safe?
- Signs, logs, and notebooks give evidence of staff training and knowledge of rules and regulations.
- Staff is very knowledgeable.
- A common concern in the Science I lobby is about Snappy’s small enclosure size. Jonathan discussed the difficult decision about whether to move Snappy to a larger tub away from public view or to keep him in his current spot, where he educates the public. Staff are constructing a suspended “log” for Snappy to bask on.
- Jonathan discussed different instances of reaching out to Dr. Fuller for consultation on animal health and getting issues resolved quickly through that collaboration.
- April hung one of the “Report an Animal Care or Use Concern” posters in the Science I lobby by the animals on display.