



November 2, 2017

Members present: Kimberly Rowley, DVM, Theresa Iverson, CVT, Cathy DesLauriers, CVT – Chair, Rena Pecinovsky, CVT. Members not present: Marcia Marcoux

Special meeting to approve changes in protocols for VT 1610 Fundamentals of Diagnostic Imaging and VT 2620 Applied Diagnostic Imaging.

The PI adjusted numbers for both classes from previous protocols to alleviate concerns from previous meeting

VT 1610 Fundamentals of Diagnostic Imaging animal exposure numbers reviewed and approved. New exposure numbers are nine (9) exposure per animal per week with a maximum of eighteen (18) exposures per semester.

VT 2620 Applied Diagnostic Imaging, PI originally asked for an increase in animal exposure during contrast study from to twenty - four (24) up from ten (10), this number was not approved by committee. The committee did approve the maximum to be sixteen (16) exposures during contrast study only. New exposure numbers are nine (9) exposure per animal per week with a maximum of eighteen (18) exposures per semester for all other procedures.

Meeting Minutes: October 25, 2018

Meeting called to order at 8:00 am

Members present: Dr. Kim Rowley, attending veterinarian, Cathy DesLauriers, CVT, chair, and Theresa Iverson, CVT, Marcia Marcoux, public member,

Not present: Rena Pecinovsky, CVT, Michelle Pyfferoen, IO

Minutes of last meeting approved.

The deficiencies from the last meeting are not complete. Will resubmit workorder.

Animal Control Shelter MOU has been signed by the City of Rochester. RCTC is requesting original signatures on the MOU before signing it. Cathy sent June Meitzner and Steve Schmall the email from the City Clerk that they only have e-signatures and no longer have “wet signatures”. Still waiting to hear how we are to proceed with the MOU.

The large animal protocol for Bovine and Ovine have been update with requested changes by the PI. The PI did not change the Swine to add ear notch, says it is not performed. Also, no changes to the Camelid to include injections or vaccinations. PI was informed they can not be done unless they are in the protocol.

The annual USDA report will be filed by end of November. Kim Rowley found out from Dr Sime that they may need to be filed electronically soon. We will submit a paper copy this year. We had our site visit with Dr Sime in October. Kim meet with her and there were no noncompliance's. There has been a change to the listings on the annual report. Anything that is done for medical need, i.e. surgery does not need to be listed as “D”. However, OFA, Ultrasound, intubation labs where sedation is used will still need to be listed under “D”.

The following protocols had their yearly review and renewed

- VT 1610 Fundamentals of Diagnostic Imaging
- The sedation protocols for VT 1610 and VT 2620
- VT 2270 Laboratory Animal Care – all species
- VT 2250 Large Animal Procedures – all species
  - Ovine and Bovine approved with the changes made
- All SOPs reviewed and renewed
  
- VT 2620 Applied Diagnostic Imaging was not renewed since ultrasound is not listed in the protocol. If sedation is used for the ultrasound there will also need to be a sedation protocol. These will need to be submitted and approved before being performed in class. If the PI submits for spring semester we will need a special meeting to review/approve.

Meeting Minutes: February 4, 2019

Meeting called to order at 8:45 am

Members present: Dr. Kim Rowley, attending veterinarian, Cathy DesLauriers, CVT, chair, and Theresa Iverson, CVT

Not present: Marcia Marcoux, public member, Rena Pecinovsky, CVT, Michelle Pyfferoen, IO

The committee held a special meeting to review a submitted protocol for VT 2620 Applied Diagnostic Imaging. The protocol was submitted with the requested changes.

The committee reviewed and approved the protocol and the sedation protocol for 3 years with yearly reviews. This approval does not allow any sample collection since it is not listed in the protocol.

The committee is asking the PI to adjust the Ultrasound Demonstration Procedure. It is stated “Collect samples if needed”, item #6. If students are collecting samples of any type or attempting to collect samples the PI will need a protocol for each sample and how it is collected. It will also need to be added to the protocol for the class.

For example, if the students are doing an US guided cystocentesis there need to be a protocol listed on the procedures sheet and it needs to be added to the protocol. Right now, there is no sample collection listed in the protocol. These would also need to be approved by the IACUC as they are invasive procedures.

Meeting Minutes: April 23, 2018

Meeting called to order at 8:45 am

Members present: Dr. Kim Rowley, attending veterinarian, Cathy DesLauriers, CVT, chair, and Theresa Iverson, CVT, Marcia Marcoux, public member, Michelle Pyfferoen, IO

Not present: Rena Pecinovsky, CVT

Minutes of last meeting approved along with the minutes of last special meeting.

The deficiencies from the last meeting are complete. The wording concerns with the Protocol for Regulated Animal Use SOP were clarified and sent to all PIs. The animal numbers and travel time concerns for VT 2620 ADI and VT 1610 FDI has been worked out with the PI and assistants for the class and are no longer a concern.

The MOU with the Rochester Animal Shelter is due for renewal in September. Cathy will get a new MOU ready to send to Sgt. Blanchette of the Rochester Police Department. The only concerns will be that the shelter provide enough animals for student learning. Cathy will mention to Sgt. Blanchette and the Animal Control Officers. If the shelter cannot provide animals for student learning, we will be limited on what we can do for the shelter. If needed Michelle, Kim and Cathy will have a face to face meeting with Sgt. Blanchette and possibly the officers.

The following protocols had their yearly review

- VT 1220 Small Animal Nursing I
- VT 2230 Small Animal Nursing II
- VT 2240 Small Animal Nursing III
- VT 2930 Applied Pharmacy & Nutrition
- VT 2920 Small Animal Disease & Diagnostics
- VT 2820 Clinical Laboratory I
- VT 2830 Clinical Laboratory II
- VT 2260 Surgery
- VT 2260 Anesthetic protocols and procedures
- VT 2250 Large Animal Procedures – changes need to be made to and will be reviewed at the next meeting.

A facility walk through was completed with the following deficiencies noted.

- Ceiling tile by door needs replacement due to missing corner.

The next meeting will be in October 2018

Meeting adjourned at 10:00 AM

Meeting Minutes: May 6, 2019

Meeting called to order at 8:45 am

Members present: Dr. Kim Rowley, attending veterinarian, Cathy DesLauriers, CVT, chair, and Theresa Iverson, CVT, Marcia Marcoux, public member,

Not present: Rena Pecinovsky, CVT, Michelle Pyfferoen, IO

Minutes of October and February meetings approved.

The deficiencies from the last meeting have been completed.

Animal Control Shelter MOU has been signed by the City of Rochester and RCTC and is in place for 3 years.

The annual report was submitted. Moving forward the annual reports will be electronic.

Paws & Claws MOU will be due summer of 2020. Cathy will work on the new MOU and send through RCTC first for signatures and approval then send to Paws & Claws. We will ask for an increase to 5 years for both the Paw & Claws and the shelter MOUs when they come due. We had an animal activist issue on the Minneapolis news that identified RCTC as being a research facility. Cathy forwarded a copy of the Animal Rights SOP to Nate Stoltman in marketing. The SOP was drawn up by RCTC and gets annual review with the IACUC. It was also brought up about appointed committee member Rena Pecinovsky not attending the meetings since April 2017. Cathy will talk with Michelle Pyfferoen, IO about requiring her attendance or removing her from the committee.

The following protocols were reviewed and renewed for 3 years with yearly review

- VT 1220 Small Animal Nursing I
- VT 2230 Small Animal Nursing II
- VT 2240 Small Animal Nursing III
- VT 2930 Applied Pharmacology & Nutrition
- VT 2920 Small Animal Disease & Diagnostics
- VT 2820 Clinical Laboratory Techniques I
- VT 2830 Clinical Laboratory Techniques I
- VT 2260 Surgery
- VT 2260 Anesthetic protocols and procedures.

A facility walk through was completed with the following deficiencies noted. Work order will be submitted.

- HA131 X-ray table has been moved and there are holes in the tiles. The holes and tiles need to be repaired or the table moved back to original position.

The next meeting will be in November 2019

Meeting adjourned at 9:30 AM

A facility walk through was completed with the following deficiencies noted. Work order will be submitted.

- Ceiling tile by door needs replacement due to missing corner.
- Threshold between 118B/F is loose and is a trip hazard.

The next meeting will be in April 2019

Meeting adjourned at 9:00 AM

Meeting Minutes: November 1, 2019

Meeting called to order at 12:30 pm

Members present: Dr. Kim Rowley, attending veterinarian, Cathy DesLauriers, CVT, chair, and Theresa Iverson, CVT, Marcia Marcoux, public member,

Not present: Michelle Pyfferoen, IO

Minutes of May 2019 meeting approved.

The deficiencies from the last meeting have been completed.

Paws & Claws MOU due summer of 2020 is being drafted and will be sent through RCTC for signatures before submitting to Paws & Claws for review and approval.

After talking with Michelle Pyfferoen, she has decided to remove Rena Pecinovsky from the IACUC.

There has been an update to the USDA guidelines, specifically chapter 7.5, if the program chooses to stay registered, we will need to continue to file annual reports. The IACUC has decided to continue to register the program with the USDA and the program must also still meet AVMA accreditation guidelines.

The annual report will be submitted by December 1, 2020.

There has been a new essential skill for dental radiographs which will affect VT 2620 Applied Diagnostic Imaging. The radiograph needs to be performed on live animals instead of models. The PI did not add this to the current protocol for approval so the PI will need to submit a protocol to include this skill plus the sedation protocol for approval prior to performing in class. Kim Rowley, attending veterinarian will talk with the PI about this. We may need a special meeting to review and approve this protocol prior to the next IACUC meeting.

Changes were made and approved to the following SOPs:

- Complaint policy – removing Rena from list
- In house animal care policy – updating the cages and location of the cages
- The emergency plan was not changed but as stated in the policy a copy needs to be sent to the President, Vice president, Dean and Head of Security. Cathy will forward to them since many of them are new.

The following protocols were reviewed and renewed for 3 years with yearly review

- VT 2250 Large Animal Procedures – all species
- VT 1610 Fundamentals of Imaging
- VT 2620 Applied Diagnostic Imaging
- VT 2620 sedation protocol
- VT 2270 Laboratory Animal Care – all species

A facility walk through was completed with the following deficiencies noted. Work order will be submitted.

- H1438 has multiple cracked floor tile making them permeable to moisture.

The next meeting will be in May 2020

Meeting adjourned at 1:30 pm