

SUNY, COLLEGE OF OPTOMETRY
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE MINUTES:

May 26, 2017

IACUC members in attendance:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

The Chair of the IACUC called the meeting to order at 12:10 p.m. This constitutes the semi-annual IACUC program review and facility inspection in addition to the review of protocols.

I. Old Business:

- 1.1. The minutes from the IACUC meeting of November 29, 2016 were reviewed and approved.
- 1.2. The last DOH inspection occurred on March 3, 2017 and there were no citations.

II. New Business:

- 2.1. [REDACTED] submitted a report regarding the status of the (AHU) replacement project (attached to these minutes). It is halfway completed. The second half will begin in the next few weeks. It was noted that the temperature controllers must be upgraded as well.
- 2.2. New staff has been hired in the [REDACTED]. New [REDACTED] Animal Care Technician – [REDACTED]
- 2.3. [REDACTED] wanted to note that the OHSP form has been updated (see attached).
 - “Induration Size – size in mm” was added.
 - Starting next year, there will be in house TB testing. Nurse [REDACTED] will remain involved in testing.
- 2.4. It was polled that Wednesday, October 4, 2017 could be the next committee meeting. [REDACTED]
[REDACTED] will follow up.
- 2.5. PACS IACUC Software is going to be implemented but it is still in testing phase. [REDACTED]
[REDACTED] gave an update.

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review Third Annual Renewal
-Species [REDACTED]
-USDA category: D
-Action: **Approved**

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review Third Annual Renewal
-Species [REDACTED]
-USDA category: D
-Action: **Approved**

1. [REDACTED]
[REDACTED]

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review Third Annual Renewal
-Species [REDACTED]
-USDA category: D
-Action: **Approved**

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review Third Annual Renewal
-Species [REDACTED]
-USDA category: D
-Action: **Approved**

1. [REDACTED]
 - a. [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review First Annual Renewal
-Species [REDACTED]
-USDA category: D
-Action: Approved

1. [REDACTED]

III. Program Review

Program revisions were made to the post-approval monitoring and the protocol form was revised to clarify questions and enhance efficiency of the protocol review by the IACUC

IV. Semi Annual Facility Inspection:

Facility: General comment: Overall the facility is very clean, records are well maintained, and all animals appear to be in good health. No deficiencies were found in the facility. Some minor deficiencies were found in the laboratories, which are listed below:

Laboratories:

1) Deficiency #1

- a. Category: minor
- b. Location: [REDACTED]
- c. Deficiency description and plan for correction: Wooden crate used under computer monitor in [REDACTED] testing room. Lab was notified and asked to use a different type of stand made out of a non-porous material which can be easily sanitized.
- d. Responsible party: [REDACTED]
- e. Correction schedule: Lab will replace wooden crates in both [REDACTED] testing rooms with an adjustable metal platform.

2) Deficiency #2

- a. Category: minor
- b. Location: [REDACTED] lab
- c. Deficiency description and plan for correction: Dirty glass beaker near dissection table.
- d. Responsible party: [REDACTED] lab
- e. Correction schedule: Beaker washed and removed from area by lab member.

3) Deficiency #3

- a. Category: minor
- b. Location: [REDACTED] lab

- c. Deficiency description and plan for correction: Distilled water containers on lab bench not labeled.
- d. Responsible party: [REDACTED] lab
- e. Correction schedule: Corrected immediately by lab member; containers now labeled "double distilled water".

No minority views were expressed.

The meeting was adjourned at 3:00 p.m.

SUNY, COLLEGE OF OPTOMETRY
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE MINUTES:

IACUC members in attendance:

[REDACTED]

Guest: [REDACTED]

The Chair of the IACUC called the meeting to order at 10:10 a.m. This constitutes the semi-annual IACUC program review and facility inspection in addition to the review of protocols.

I. Old Business:

- 1.1. The minutes from the IACUC meeting of May 26, 2017 were reviewed and approved.
- 1.2. The last DOH inspection occurred June 7th and on this date November 30, 2017, and there were no citations.

II. New Business:

- 2.1 [REDACTED] attended to give an update on a Freedom-of-Information-Law (FOIL) request that SUNY Optometry received on September 22 of 2017. In response to this FOIL request, the president of SUNY Optometry released a statement to the College of Optometry community explaining the principles guiding research at SUNY Optometry and SUNY Attorneys drafted a response to the request.
- 2.2 The [REDACTED] Manager is out on maternity leave until the end of February. She will be maintaining contact with her staff while she is out.
- 2.3 A safe has been installed to meet new criteria for storing narcotics. [REDACTED] of the NYS Bureau of Narcotics Enforcement approved the new safe on December 13, 2017.
- 2.4 Changes in Staff: [REDACTED] has replaced [REDACTED] a full time basis. We also have [REDACTED] and [REDACTED] on as part time techs. [REDACTED] is the weekend technician but is also putting in some weekday hours as well during the absence of the [REDACTED] Manager.
- 2.5 Johnson and Johnson contacted the college regarding AAALAC accreditation. The [REDACTED] Manager will be working on upgrading our program for AAALAC while on leave.

2.6 A new arrangement has been made to have Passport Health on site for the TB testing required by staff/students working with animals.

2.7 Review of Standard operating procedures (SOP) and protocols

-SOP Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review new SOP
-Species [REDACTED]
-USDA category: D
-Action: Modifications required for approval

[REDACTED]

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review Third Annual Review
-Species [REDACTED] e
-USDA category: D
-Action: Modifications required for approval

[REDACTED]

III. Program Review

The post-approval monitoring and the protocol form will be revised to clarify questions and enhance efficiency of the protocol review by the IACUC

IV. Semi Annual Facility Inspection:

Facility: General comment: Overall the facility is very clean, records are well maintained, and all animals appear to be in good health. No deficiencies were found in the facility. Some minor deficiencies were found in the laboratories, which are listed below:

- 1) Deficiency #1
 - a. Category: minor
 - b. Location: room [REDACTED]
 - c. Deficiency description and plan for correction: Methyl alcohol left out on counter.
 - d. Responsible party: [REDACTED] lab
 - e. Correction schedule: Corrected immediately; lab personnel stored bottle in flammable storage cabinet.

- 2) Deficiency #2
 - a. Category: minor
 - b. Location: Dirty cage wash area
 - c. Deficiency description and plan for correction: [REDACTED] covered with red biohazard bags. As per [REDACTED] (OHSP), chairs should be covered with black bags rather than biohazard bags.
 - d. Responsible party: [REDACTED]
 - e. Correction schedule: Corrected immediately.

No minority views were expressed.
The meeting was adjourned at 12:00 p.m.

SUNY, COLLEGE OF OPTOMETRY
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE MINUTES:

May 22, 2018

IACUC members in attendance:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

The Chair of the IACUC called the meeting to order at 12:10 p.m. This constitutes the semi-annual IACUC program review and facility inspection in addition to the review of protocols.

I. Old Business:

- 1.1. The minutes from the IACUC meeting of November 30, 2017, were reviewed and approved.
- 1.2. First and second annual reviews of protocols are now being reviewed and approved via Designated Member Review (DMR). The IACUC committee agreed that this is an efficient process to speed up the protocol review.
- 1.3. The last NYS inspection occurred on March 15, 2018 and there were no citations.

II. New Business:

- 2.1 Having the college become AAALAC accredited was discussed again. [REDACTED] DVM, [REDACTED], is on the AAALAC board and can help us move forward with it. He came to the college in January 2018 and evaluated/assessed our program.
- 2.2. The animal enrichment SOPs/program and record keeping has been updated and approved.
- 2.3. A new [REDACTED] chair design has been implemented which includes a walk through tunnel to eliminate the routine need for poles during cage transfer to chair; this enhances occupational safety and maximizes voluntary cooperation by the [REDACTED].
- 2.4. A new research faculty will be arriving at the college in September this year and plans to bring [REDACTED], which is expected to grow in the future. A new caging system was discussed ([REDACTED]) as a possible future option to accommodate a larger [REDACTED] within the current facility footprint.
- 2.6 Passport Health on site for the TB testing has been implement and is working well.

2.7 DMR review of protocols

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review: First Annual Review
-Species [REDACTED]
-USDA category: D
-Action: Approved

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review: First Annual Review
-Species [REDACTED] e
-USDA category: D
-Action: Approved

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review: Second Annual Review
-Species [REDACTED] t
-USDA category: D
-Action: Approved

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review: First Annual Review
-Species [REDACTED]
-USDA category: D
-Action: Approved

Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review: First Annual Review
-Species [REDACTED]
-USDA category: D
-Action: Approved

III. Program Review

The post-approval monitoring and the protocol form will be revised to clarify questions and enhance efficiency of the protocol review by the IACUC. The policy for use of Veterinary Verification and consultation (VVC) for protocol changes was discussed, reviewed and approved.

IV. Semi Annual Facility Inspection:

Facility: General comment: Overall the facility is very clean, records are well maintained, and all animals appear to be in good health. No deficiencies were found in the facility.

No minority views were expressed.

The meeting was adjourned at 2:00 p.m.

SUNY, COLLEGE OF OPTOMETRY
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE MINUTES:

November 27, 2018

IACUC members in attendance:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Guests:

New IACUC Member [REDACTED]
[REDACTED]

At the start of the meeting, the USDA Veterinary Medical Officer (VMO), [REDACTED] gave a Continuing Education presentation to IACUC Committee members and laboratory research personnel. A focus of the presentation was the new guidelines provided by the USDA regarding self reporting.

The Chair of the IACUC then called the meeting to order at 12:00 p.m. This constitutes the semi-annual IACUC program review and facility inspection in addition to the review of protocols.

I. Old Business:

- 1.1. The minutes from the IACUC meeting of May 22, 2018, were reviewed and approved.
- 1.2. The most recent USDA inspection occurred this morning (11/27/18) and everything was in compliance.

II. New Business:

- 2.1 The IACUC and college administration agree that the goal of achieving AAALAC accreditation is an important goal. [REDACTED] who has experience as a member of AAALAC council conducted a "mock" site visit in January 2018. He provided written recommendations which are currently being reviewed and implemented
- 2.2. New research faculty, [REDACTED] has arrived and has presented her first protocol. She plans to bring a [REDACTED], which she expects to grow in the future. In order to accommodate the increase in the [REDACTED] population, the implementation of a new caging system was discussed again and is supported by the IACUC. The [REDACTED]

-Action: Modifications required for approval
Modifications to be sent for DMR (unanimous)

[illegible]

-Protocol No: [REDACTED]
 -Protocol Title: [REDACTED]
 -P.I.: [REDACTED]
 -Department: Biological and Vision Sciences
 -Purpose of Review: 3rd Year Renewal
 -Species [REDACTED]
 -USDA category: D
 -Action: **modifications required for approval**
Modifications to be sent for DMR (unanimous)

General comment:

[REDACTED]

-Protocol No: [REDACTED]
--Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review: 3rd Year Renewal
-Species: [REDACTED]
-USDA category: D
-Action: modifications required for approval
Modifications to be sent for DMR (unanimous)

General comment: the protocol is well written with only minor revisions needed for

[REDACTED]

-Protocol No: [REDACTED]
--Protocol Title: [REDACTED]

[illegible]

Revisions to the protocol form were discussed and approved; revisions will be made to clarify questions and enhance efficiency of the protocol review by the IACUC. The policy for use of Veterinary Verification and consultation (VVC) for protocol changes was discussed, reviewed and approved.

IV. Semi Annual Facility Inspection:

Facility: General comment: Overall the facility is very clean, records are well maintained, and all animals appear to be in good health. No deficiencies were found.

No minority views were expressed.
The meeting adjourned at 3:00 p.m.

SUNY, COLLEGE OF OPTOMETRY
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE MINUTES:

May 20, 2019

IACUC members present:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

IACUC members absent:

[REDACTED]

The Chair of the IACUC called the meeting to order at 1:05 p.m. This constitutes the semi-annual IACUC program review and facility inspection in addition to the review of protocols.

I. Meeting Minutes

1.1. The minutes from the IACUC meeting of November 27, 2018 were approved.

II. Previously Discussed Business:

2.1 Conflict of Interest:

Should any member have a conflict of interest involving any investigator, protocol or business item under consideration at the IACUC meeting, they are to depart the room during the IACUC's vote on the item. The actual nature of the conflict need not be disclosed. Members unsure of whether a particular situation is a potential conflict may present the issue to the IACUC for consideration during the meeting or prior to the meeting, may present the issue to the IACUC Chairman for consideration.

2.2 Confidentiality Statement:

Institutional Animal Care and Use Committee (IACUC) meetings are not public meetings. Members must maintain the confidentiality of information shared as part of the activities of the IACUC; this provides protection to the researchers and IACUC members. Members will not disclose or use IACUC discussion, deliberations, decisions or protocol information in any way. All such information (and any copies and notes thereof) shall remain the sole property of SUNY Optometry, and the obligation of confidentiality shall last indefinitely.

2.3 A confidentiality agreement was completed and signed by each member present.

2.4 Designated and administrative reviews completed since the last meeting:

Protocol No: [REDACTED]
Protocol Title: [REDACTED]
P.I.: [REDACTED]
Department: Biological and Vision Sciences
Purpose of Review: 2nd Year Renewal
Species: [REDACTED]
USDA category: D
Action: **Approved** (05/31/2019)

Protocol No: [REDACTED]
Protocol Title: [REDACTED]
P.I.: [REDACTED]
Department: [REDACTED]
Purpose of Review: 2nd Year Renewal
Species: [REDACTED]
USDA category: D
Action: **Approved** (05/31/2019)

Protocol No: [REDACTED]
Protocol Title: [REDACTED]
P.I.: [REDACTED]
Department: Biological and Vision Sciences
Purpose of Review: 2nd Year Renewal
Species: [REDACTED]
USDA category: D
Action: **Approved** (05/31/2019)

Protocol No: [REDACTED]
Protocol Title: [REDACTED]
P.I.: [REDACTED]
Department: Biological and Vision Sciences
Purpose of Review: 2nd Year Renewal
Species: [REDACTED]
USDA category: D
Action: **Approved** (05/31/2019)

2.5 The preparation of an application for AAALAC accreditation is in progress.

III. New Business:

- 3.1 We have two newly appointed IACUC members: [REDACTED]
[REDACTED] who is our Affiliated "Non-Scientific" member and [REDACTED] who is our
second "Unaffiliated Outside Member".

3.2 There are updates to the BRF staff and work coverage:

██████████ the weekend technician has left to attend veterinary college. ██████████ is now the full time weekend technician. ██████████ worked part-time and has been promoted to full time veterinary technician. The facility will host a summer vet tech intern three times a week starting on June 19.

3.3 New equipment and caging system:

- a. A BSL2 hood has been purchased and a biosafety cabinet/cage changing station was purchased from Nuair and will arrive in ~2 weeks.
- b. Approval was received to purchase two [REDACTED] Animal Care caging units by the end of the year to be used in place of static microisolator cages. This will improve room air quality for personnel, intracage air quality and space utilization in a mouse housing room shared by [REDACTED]

3.4 [REDACTED]:

- a. Humidity and temperature monitoring sensors have been installed in Lab Room [REDACTED], which is used for ERG testing and mouse dark adaptation. The facility Director and the Building Engineer are able to monitor these conditions remotely.
- b. In addition, the air supply and exhaust ductwork for [REDACTED] is being reconfigured locally to optimize environmental stability. This work should be complete in a month.

IV. Protocol Review:

Protocol No: [REDACTED]
Protocol Title: [REDACTED]
P.I.: [REDACTED]
Department: Biological and Vision Sciences
Purpose of Review: 3rd Year Renewal
Species: [REDACTED]
USDA category: C
Action: **Modifications required for approval** (reviewed and approved by [REDACTED], 05/31/2019)

- [illegible]

[REDACTED]

IV. Program Review

Revisions to the protocol form were discussed and approved; revisions will be made to clarify questions and enhance efficiency of the protocol review by the IACUC. The policy for use of Veterinary Verification and consultation (VVC) for protocol changes was discussed, reviewed and approved.

V. Semi Annual Facility Inspection:

Facility: General comment: Overall the facility is very clean, records are well maintained, and all animals appear to be in good health. No deficiencies were found.

No minority views were expressed.
The meeting adjourned at 3:00 p.m.

SUNY, COLLEGE OF OPTOMETRY
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE MINUTES:

November 19, 2019

IACUC members in attendance:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

The Chair of the IACUC called the meeting to order at 12:00 p.m. This constitutes the semi-annual IACUC program review and facility inspection in addition to the review of protocols.

I. Old Business:

1.1. The minutes from the IACUC meeting of May 20, 2019 were approved.

1.2. The AAALAC accreditation application documents are in progress.

1.3 Designated member review (DMR) since the last IACUC meeting:

- [REDACTED] yr protocol renewal
- [REDACTED] 1st yr protocol renewal
- [REDACTED]; 1st yr protocol renewal
- [REDACTED] 1st yr protocol renewal
- Holding Protocol [REDACTED] 2; 1st yr protocol renewal
- [REDACTED] 2 [REDACTED] 1st yr protocol renewal; approved 11/15/19
- [REDACTED] 2 [REDACTED] Amendment: Non-survival surgical enucleation: Approved 9/3/19.
- [REDACTED]; Amendment: light damage lesion: Approved 11/18/19

II. New Business:

2.1 New facility equipment has been acquired.

- a. An BSL2 Hood and cage changing station
- b. An [REDACTED] that will be set up next week (11/25).
- c. It was also confirmed that there is a dumping station for personnel protection in the cage washing area.

2.2 There was a discussion about housing and availability of [REDACTED] within US and the need for imaging equipment to diagnose and monitor their health. The AV presented current literature highlighting the usefulness of survey X rays in the identification of subclinical [REDACTED] bone disease as well as pregnancy status. The imaging equipment could be

2.4 The IACUC committee was informed that SUNY Optometry reached a lawsuit settlement with CAARE.

2.5 The IACUC was informed that there was a new FOIL request from NEAVS (New England Anti-Vivisection Society?) which has been sent to many institutions within the US. Our communications department is handling the request.

2.6 The IACUC was informed that the new HVAC for the [REDACTED] is performing well. The [REDACTED] Director is working with Optometry Facilities and Maintenance to install a new tiling system on the cage wash clean side that will be resistant to steam damage that occurs when the rack washer doors are opened.

-Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review: Initial
-Species: [REDACTED]
-USDA category: C
-Action: Modifications required for approval

Obtained by Rise for Animals. Uploaded 07/09/2020

[REDACTED]

-Protocol No: [REDACTED]
-Protocol Title: [REDACTED]
-P.I.: [REDACTED]
-Department: Biological and Vision Sciences
-Purpose of Review: three year "de novo" review
-Species: [REDACTED]
-USDA category: C
-Action: APPROVED

III. Program Review

No deficiencies or major changes were noted.

IV. Semi Annual Facility Inspection:

Overall the facility is clean, records are well maintained, and all animals are in good health. No deficiencies were found.

No minority views were expressed.
The meeting adjourned at 2:45 p.m.