

**Joliet Junior College
Institutional Animal Care and Use Committee (IACUC)
Minutes April 11, 2017**

IACUC MEMBERS:

- Dr. Mary Beth Luna, IACUC Institution Official
- Eileen McKee, CVT, IACUC Chairperson
- Dr. Scott Keller, IACUC Attending Veterinarian
- Brad Angus, Ag representative
- Patrick Kelly, Ag alternate representative
- Dr. Monica Marquez-Nelson, Bio representative
- Susanne Mathews, Bio alternate representative
- Stacey Scholtes, Non-affiliated member
- Vicky Polito, Non-affiliated member

In Attendance:

Eileen McKee CVT	X	Dr. Scott Keller	X	Brad Angus	X	Dr. Monica Marquez-Nelson	X
Dr. Mary Beth Luna	X	Patrick Kelly	X	Stacey Scholtes	X	Vicky Polito	X

I. Old business

1. Approval of minutes from meeting 10-13-16 – approved
2. Explanation of definition of veterinary supervision. Ms. Polito had dissenting opinion regarding this matter. She would like a much clearer description/definition of direct, indirect and/or immediate supervision.

The definitions for the levels of supervision come from the Veterinary Medicine and Surgery Practice Act (225 ILCS 115/3): “**Immediate supervision**” means the supervising veterinarian is in the immediate area, within audible and visual range of the animal patient and the person treating the patient. “**Direct supervision**” means the supervising veterinarian is readily available on the premises where the animal is being treated. “**Indirect supervision**” means the supervising veterinarian need not be on the premises, but has given either written or oral instructions for the treatment of the animal and is available by telephone or other form of communication.

This concern was in relation to a miscommunication between the PI and the veterinarian such that the veterinarian was unaware that anesthesia was being performed. An IACUC consultant determined that this was not a non-compliance because the PI was approved to perform anesthesia under indirect supervision. The miscommunication nor the interpretation of the definition of indirect

supervision did not warrant a non-compliance according to the consultant. The protocol, in itself, as approved by the AV is considered "written instructions for treatment of animal". No further discussion was necessary.

3. Revision of IACUC SOP

1. Conflict-of-Interest statement and process were approved and added to IACUC SOP
2. Revised Animal Concern form was approved and implemented
4. Injections (Questions regarding injections were discussed in program meeting. Dr. Keller will work with team instructor to maintain appropriate number of injections).
5. Substitute form will no longer be used. All protocols up for review will have a line stating that faculty/staff have read and will abide by protocols.
6. Semi-annual inspection deficiencies have been corrected.

II. Report of Semi-annual inspection by Dr. Scott Keller and Patrick Kelly on 4/6/17 – signed and approved.

1. **Evaluation of the Animal Care and Use Program**

- a. Weitendorf Center: Minor Deficiency: Pig (Green #2) has fresh laceration on sides.

Correction: Monitor pen #3 for pig (Green #2) and any further lacerations that appear. If one pig is mounting excessively and causing lacerations, consider moving pens.

- b. Main Campus: All Aspects of the animal care and use program on Main Campus were satisfactory.

2. **Inspection of Animal Facilities**

- a. Weitendorf Center: All aspects satisfactory
- b. Main Campus: expired drugs

Correction: Items removed 4/6/17

III. New business

1. USDA inspection 3/9/17 with Dr. Barksdale: no non-compliances
2. Protocol Review:
 - a. VET 100-1 Demo Animal Protocol
 - Last reviewed was 11/18/15
 - The purpose of this protocol is for show and tell; all pet owners sign a waiver form
 - It covers variety of species
 - Added amendment – "All Instructors/Co-Instructors have read and agree to abide by this protocol"
 - Ms. Jan Walter's name will be taken out of the protocol as a PI

- Approved with modifications
- b. VET 110 (1-7), reviewed by Brad Angus
- VET 110 1 through 5 no major changes, no questions. Making formatting changes and approved with minor modifications.
 - VET 110-6 Rectal Exam, Anal Gland Location/Expressing, Enemas
 - Added amendment – “All instructor/co-instructor have read and agreed to abide by this protocol”
 - On description of procedure – changed the last sentence to “Dogs may be used for a maximum of two labs per week”, for more clarification
 - Approved with minor modification
 - VET 110-7 Ophthalmic Procedures
 - Added amendment – “All instructor/co-instructor have read and agreed to abide by this protocol”
 - On description procedure – omitted the last sentence for more clarification
 - Approved with minor modification
- c. VET 110 (8-13), reviewed by Patrick Kelly
- VET 110-8 through 10, 12 and 13 no major changes, no questions, approved
 - VET 110-11 Venipuncture
 - Added amendment – “All instructor/co-instructor have read and agreed to abide by this protocol”
 - Mr. Kelly asked if there’s a maximum # of attempts (will add injection chart for clarification)
 - Needs to change personnel qualifications – Dr. Keller as Accredited and Licensed Doctor of Veterinary Medicine and Professor of JJC VMTP
 - Approved with minor modifications
- d. VET 112 (1-5) and VET 216 (1-5) reviewed by Stacey Scholtes
- Need to remove Jan Walters as PI of 112 protocols and replace with adjuncts (to be hired)
 - No other questions, just minor typo, and formatting.
 - VET 112 protocols awaits amendment approval after changes are made before fall semester starts
- e. VET 116 (1-4) and (6 & 8), reviewed by Monica Marquez-Nelson
- VET 116 1 through 4, 6, and 8 – no major changes, no questions, approved

- f. VET 116 (5), reviewed by Monica Marquez-Nelson with new amendment removing swine castration from protocol
 - Needs to take Mr. Nathan Ray name out as a PI, add Mr. Patrick Kelly's name
 - Added amendment – "All instructor/co-instructor have read and agreed to abide by this protocol"
 - Dr. Stein wanted to take out castration procedure out of the protocol; however, the IACUC committee members suggested to keep it and Mr. Angus will add Pain category D level justification since he's one of the PI listed on the protocol
 - Double check the book reference to be sure it's updated
 - Awaiting approval after changes are made before fall semester starts
 - g. VET 212 (5-6), reviewed by Vicki Polito
 - VET 212-5 Elective SX protocol
 - Added amendment – "All instructor/co-instructor have read and agreed to abide by this protocol"
 - Question on the time frame on how long fasting should be – it should be less than 12 hours
 - Minor changes, formatting. Approved with minor modifications.
 - h. VET 212 (1-4), reviewed by Vicki Polito
 - No major changes, no question, just minor typo, and formatting. Approved with minor modifications
 - i. VET 214 (5-6) amendment changing the pain category to C – Changed pain category from a D to a C, approved with minor modification
3. Other:
- New AV – Dr. Keller is stepping down as the AV
 - Reformatting protocols for consistency (summer project)
4. Next meeting: October, 2017

**Joliet Junior College
Institutional Animal Care and Use Committee (IACUC)
Minutes October 18, 2017**

Attendance:

- Ms. Eileen McKee – Chair
- Dr. Yvonne Costa – Attending Veterinarian
- Mr. Brad Angus – Ag representative
- Mr. Patrick Kelly – Alternative Ag representative
- Dr. Monica Marquez-Nelson – Biology representative
- Susanne Matthews – Alternative Biology representative
- Vicky Polito – Non-affiliated
- Stacey Schultz – Non-affiliated
- Dr. Walter Stein - Guest

I. Old business

1. Approval of minutes from meeting 4-11-17 – approved
2. Semi-annual inspection deficiencies have been corrected.

II. Report of Semi-annual inspection

Evaluation of the Animal Care and Use Program

- a. Weitendorf Center: All aspects of the animal care and use program at Weitendorf Center were satisfactory.
- b. Main Campus: The following minor deficiencies were identified:
 1. Non-compliance: VET 112-2 (Animals are limited to once x-ray lab/week. One dog was used in two labs in the same week.
 - All protocols are now available to the students to review before each procedures
 - Instructors will mention their protocols in their class syllabus

Corrections:

1. VET 112 is being taught by new adjuncts. Although both adjuncts received IACUC training, the PI forgot the limit. Adjuncts were reminded through email and in person, to review the protocols.
2. All protocols are now printed out and available to students in a binder.
3. Adjuncts will have students review protocol prior to lab.
4. Adjuncts created and posted a chart for animal usage to assure compliance.

2. Non-compliance: VET 212-5 (Pre-surgical procedures include removing water <2 hours prior to surgery. Water was removed the evening before surgery for an animal. The students asked about the process, and it was discussed, but nobody checked the protocol).

Corrections:

5. Veterinary Nursing Coordinators (VNCs) were reminded through email and in person to review the protocol if in doubt about a potential change in protocol.
2. Unsatisfactory: VET 116 Small ruminant injections. Concerns have been raised that students are practicing injections on live animals the 2nd week of the introduction into the program.
 - Model was created by Dr. Stein after the protocol was submitted to be reviewed

Corrections:

1. A large animal jugular model was created to provide an alternative. Will be added to the protocol.
3. Unsatisfactory: VET 110-3/4 Injections project concerns were discussed in IACUC October 2016 meeting. Dr. Keller, as AV, was to discuss concerns with the adjunct and make possible corrections/improvements. No agreeable solutions were reached. Dr. Costa, as the new AV, proposed corrections (see attached).
 - Dr. Costa and Dr. Keller made an agreement that no live animals will be used until students are proficient with injections.
 - Injection project will be done during class and to be monitored by the instructor.

Corrections:

1. Students must become proficient on cadavers prior to injections on live animals.
4. Unsatisfactory: A cat was misidentified and induced for surgery. The cat was then correctly identified during surgery prep and reversed (surgery was not performed).
 - a. Per Dr. Costa the student anesthetist and patient prep will be checking patient's identification prior to surgery. Also, implementing a weekly chart that will include radiology, injection, and surgery prep to avoid any mistakes.

Corrections:

1. The following statement will be added to the surgery protocols VET 212-1-5: Prior to induction, the anesthetist will

confirm identification by the name on the cage card, gender, microchip number and/or any identifying markings noted on the patient record.

5. Unsatisfactory: Surgery was performed on a cat who was exhibiting clinical signs of an upper respiratory infection. The cat died shortly after induction (see attached case review).
- Patients should be intubated first before catheterization
 - DVM should personally check the patient before surgery and sign medical record to indicate that it is done
 - SOP should state that elective surgeries should only be performed on animals without clinical signs of disease.

Corrections:

1. The individuals present in the operating room or prep room should be responsible for entering the pertinent information in the medical record followed by entries made by the DVM.
2. Intubation is recommended prior to catheterization in animals exhibiting respiratory issues.
3. A DVM should personally check the animal pre-operatively and record the findings in the medical record.
4. The surgery protocols VET 212-1-5 will clearly state that elective surgeries are performed on animals without clinical signs of disease.
5. Sanction applied.

Inspection of Animal Facilities

1. Weitendorf Center: Expired materials
2. Main Campus: Expired materials

Correction: Items removed 10/20/17, and implement better monitoring of expired materials.

IACUC approved all corrections to the semi-annual report.

III. New business

1. Vet Tech SOP
 - IACUC asked that CVT and VNC terms be clarified on SOP.
 - Make sure process with our new contractual veterinary services is posted.
 - Post emergency contact info at the Weitendorf Ag Ed Center
2. Member Training:

- Designated member on reviewing previously approved protocols – it does not need approval from the whole committee
- Russell and Burch: 3 R's (Reduction, Replacement, and Refinement)
 - Reduction – strategy that will result in fewer animals being used.
 - Replacement – refers to methods which avoid or replace the use of animals in an area where animals would otherwise have been used.
 - Refinement – refers to the modification of husbandry or procedures to minimize pain and distress.

3. Protocol Review:

- a. VET 116 (1-5) reviewed by Brad Angus and Patrick Kelly
 - VET 116-1 Small Ruminant
 - Since this protocol was created, Dr. Stein was able to build a model that
 - Mr. Angus asked, what is the IACUC's definition of "DVM/CVT with considerable "hands-on" clinical experience in performing this procedure or considerable experience in assisting in this procedure, as both him and Mr. Kelly is listed in the protocol"?
 - It was recommended to take it out of the protocol, so it can be performed in the agriculture production side
 - Epidural procedure can be perform with a lidocaine bleb
 - Question on the "proper dosage for lidocaine" – it will be stated that appropriate dosage based on species
 - VET 116-4 Equine
 - Mr. Angus asked, page #4 regarding nasogastric tube procedure the maximum # of animals on frequency between procedures per lab?
 - This is only for demonstration
 - Changed it to one successful passage performed per lab
 - Taking off "with considerable "hands-on" clinical experience in handling and treating equine patients in the field in a mixed or dedicated equine practice or in a dedicated equine hospital setting".
 - VET 116-5 Swine
 - Minor correction with typo with Mr. Patrick Kelly's last name
 - On page #2 on Castration of a <14-day-old boar piglet, line #6 changing the word maybe to is
 - Procedures are all okay, perhaps just need to double checking with "grammar"
- b. VET 110 (3, 4, 6, 11) reviewed by Yvonne Costa, Monica Marquez Nelson and Susanne Matthews

- VET 110-3 K9 Injection, VET 110-4 Feline Injection and VET 110-11 K9 and Feline Venipuncture
 - Change needle size from 22 to 25 or 27
- VET 110-6 Rectal Exam
 - Change 4 rectal exams and 1 enema per dog per day, not exceed 8 rectal exams and 2 enemas per week.
 - Change 60cc to 10cc or less can administered
- c. VET 112 (2-8) reviewed by Vicki Polito
 - Ms. Polito emailed Ms. McKee changes to the protocol
- d. VET 111 reviewed by Vicki Polito
 - VET 111-4 Canine female urethral
 - Dr. Costa will be reviewing the whole protocol before Ms. Polito review the protocol
 - Consolidating VET 111-3 Male Canine urethral catheter placement and 4 Female Canine urethral catheter placement
- e. VET 111 (10-11) reviewed by Stacey Schultz
 - Consolidating VET 111-10 & 11 protocols
 - Handed over the protocols changes
- f. VET 214 (2, 4, 5, 6 & 7)
 - Handed over the protocols changes

All protocols are approved with revisions

4. AV recommendations:
 - a. Decrease enema amount to 10 mls
 - On protocol VET 110-6 Rectal Exams
 - b. Decrease needle sizes on practice injections
 - On protocols VET 110 3, 4, & 11 K9, Feline injections and K9, Feline Venipuncture

Approved after amendments are completed for protocol modifications with AV recommendations.

5. Next meeting:
 - a. April, 2018 – Ms. McKee will be sending email on when the next meeting will be with protocols to be reviewed.

Joliet Junior College
Veterinary Medical Technology Program – Animal Use Protocol

Title: Parenteral Injections

Pain Category: C

IACUC Original Approval Date: 5/20/04

Instructors/Co-Instructors listed on the SOP have read and agree to abide by this protocol in accordance with the Animal Welfare Act and VMTP SOPs.

Species used: Canine

Max # of Animals to be used: 20

Sources: Joliet Animal Control or other animal care facility with which we have a MOU. See list in SOP.

Justification for species used: CVTEA essential skills requires parental injections on dogs.

Justification for # used: The maximum number is sufficient for student instruction and reduced enough to provide adequate housing, exercise, enrichment, and care for each animal. In addition, this maximum number provides enough dogs throughout the semester so that the total number of procedures per animal can be reduced. The program limits the maximum number of venipunctures, and parenteral injections to one per site per week and no more than 4 injections/venipunctures per day per animal unless medically warranted.

Duplication assurance: The activities in this protocol do not unnecessarily duplicate previous procedures.

Alternative methods considered or used in addition to actual animal use: Before students actually use needles on animals, they practice and refine their technique by using needles, syringes, and aspirating fruit and/or grocery store bought chicken parts and/or animal models. Students develop confidence and good technique prior to ever working with an animal.

Description of Procedures:

- Students are taught to handle a needle and syringe safely and efficiently, by using one hand to aspirate and inject.
- **I.M. injections** - ½-1 ml of saline or LRS is injected using 25-27 gauge needles. No site is used more than once a week.
 - Epaxial muscles – lower back muscles located by using boney landmarks of dorsal ileum and dorsal spines process of lumbar vertebrae.
 - Quadriceps muscles – upper cranial thigh, located by using femur as a boney landmark.
 - Triceps muscle – upper caudal forelimb, located by using the humerus as a boney landmark.
- **Subcutaneous injections** – 2 sites located one to the left and one to the right of the thoracic vertebral dorsal spinous process at the level of the scapula. No site is used more than once a week.

In class students are shown and then practice administering parenteral injections. However, to prevent too many injections in a short span of time, not every student will give a parenteral injection in every site during lab time. Over the next 6-7 weeks, under faculty or staff supervision, student's complete injection charts to document. We limit each animal to a maximum of one injection per parenteral site per week and no more than 4 injections per day per animal unless medically warranted.

Describe any euthanasia method used: These are not terminal procedures. However, if an animal becomes moribund, or sick enough in the judgment of a veterinarian or a CVT under indirect supervision of a veterinarian, euthanasia can be performed. Euthanasia method and procedure must follow the AVMA Guidelines for the Euthanasia of Animals: 2013. Barbituate overdose IV is the preferred method in most species. Death is insured by a veterinary exam of reflexes and auscultation. The animal's body is bagged and placed in a freezer until a crematorium is called for pick-up. Kozy Acres Pet Cemetery performs our cremations.

Joliet Junior College
Veterinary Medical Technology Program – Animal Use Protocol

Title: Parenteral Injections

Pain Category: C

IACUC Original Approval Date: 5/20/04

Instructors/Co-Instructors listed on the SOP have read and agree to abide by this protocol in accordance with the Animal Welfare Act and VMTP SOPs.

Species used: Feline

Max # of Animals to be used: 20

Sources: Joliet Animal Control or other animal care facility with which we have a MOU. See list in SOP.

Justification for species used: CVTEA essential skills requires parental injections on cats.

Justification for # used: This maximum number is sufficient for student instruction and reduced enough to provide adequate housing, exercise, enrichment, and care for each animal. In addition, this maximum number provides enough cats throughout the semester so that the total number of procedures per animal can be reduced. The program limits the maximum number of venipunctures, and parenteral injections to one per site per week and no more than 4 injections/venipunctures per day per animal unless medically warranted.

Duplication assurance: The activities in this protocol do not unnecessarily duplicate previous procedures.

Alternative methods considered or used in addition to actual animal use: Before students actually use needles on animals, they practice and refine using needles, syringes, and aspiration on fruit and/or chicken parts and/or animal models. Students develop confidence and good technique prior to working with an animal.

Description of Procedures:

- Students are taught to handle a needle and syringe safely and efficiently, by using one hand to aspirate and inject. Students are first taught this technique using vascular access models and practicing on fruit.
- **I.M. injections** - Given ½-1 mls saline or LRS using 25-27 gauge needles. No site is used more than once a week.
 - Epaxial muscles – lower back muscles located by using bony landmarks of dorsal pubis and dorsal spines process of lumbar vertebrae.
 - Quadriceps muscles – upper cranial thigh, located by using femur as a bony landmark.
 - Triceps muscle – upper caudal forelimb, located by using humerus as a bony landmark.
- **Subcutaneous injections** – 2 sites located one to the left and one to the right of the thoracic vertebral dorsal spinous process at the level of the scapula. No site is used more than once a week.

In class students are shown and then practice administering parenteral injections. However, to prevent too many injections in a short span of time, not every student will give a parenteral injection in every site during lab time. Over the next 6-7 weeks, under faculty or staff supervision, students complete an injection chart. This

decreases the animal discomfort and stress levels. We limit each animal to a maximum of one injection per parenteral site per week and no more than 4 injections/venipunctures per day per animal unless medically warranted.

Describe any euthanasia method used: These are not terminal procedures. However, if an animal becomes moribund, or sick enough in the judgment of a veterinarian or a CVT under indirect supervision of a veterinarian, euthanasia can be performed. Euthanasia method and procedure must follow the AVMA Guidelines for the Euthanasia of Animals: 2013. Barbituate overdose IV is the preferred method in most species. Death is insured by a veterinary exam of reflexes and auscultation. The animal's body is bagged and placed in a freezer until a crematorium is called for pick-up. Kozy Acres Pet Cemetery performs our cremations.

Veterinary Care SOP (Roles and Responsibilities of the VMTP faculty/staff and delegated DVMs)

Oversight by veterinarians (DVMs) and veterinary nursing coordinators (VNCs) is described below.

The Attending Veterinarian (AV) is responsible for the veterinary care program for Joliet Junior College owned animals. The clinical veterinary care responsibility is delegated to the clinical veterinarians (CVs) (faculty DVMs), the contractual veterinary service listed in the MOU, and the veterinary nursing coordinators (VNCs). Where there are concerns about animal welfare or imminent danger to animals or human health, if the CV is not available, or if agreement cannot be reached, the AV has authority to act to protect the health and well-being of institutional animals and will make the final decision regarding the disposition of the animal.

Upon arrival to the facility, each dog and cat will be examined within 12 hours by either a student overseen by a faculty member or VNC or by a VNC.

To communicate the status of all animals in the facility to the faculty and staff on a consistent basis, a daily update will be written by a VNC and sent via email to the faculty and the VNCs by 2:00 p.m. Monday through Friday, unless the college is closed. Monday's email will include any weekend updates. An evening update may be sent if there are changes in condition(s) that need to be noted.

If there is an issue of concern that needs immediate attention, the VNC will consult with the CV on premises, if available, and document the conversation/treatment plan in the medical record. If the CV is unavailable, treatment may be initiated by the VNC or CVT faculty member for common conditions detailed in the VMTP standing orders SOP. All treatments will be documented in the medical record.

In the event that a CV is unavailable and/or the medical needs are beyond the scope of the standing orders, the VNC will contact Kremer Veterinary Services. The contractual veterinarian can advise over the phone, choose to come JJC to evaluate the animal in person, or if deemed necessary, may ask the VNC to bring the animal to the Animal Care Center of Shorewood, 189 Brook Forest Ave, Shorewood (815) 744-1500.

In the event of after-hours/weekend/holiday medical concerns, the students will first contact one of the JJC full-time faculty members or VNCs. If deemed necessary, the faculty/staff will contact the contractual veterinary service at Care Emergency Services, 14411 S. Route 59, Plainfield (877) 859-7387. The students may contact the ER directly in the case of a medical emergency or if unable to contact the faculty/staff. The contractual veterinarian can advise over the phone, or if deemed necessary, advise the animal be brought to the ER center for treatment.

Treatment plans initiated/ordered by the contractual veterinarians will be documented in the animal's medical records by either the VNC or contractual DVM initiating treatment. Treatment recommendations by the referring DVM shall be followed and noted in the animal records. It is the responsibility of the CV, contractual DVMs, and VNCs to maintain appropriate medical records accessible to the Attending Veterinarian and USDA. The AV will review all medical records at least monthly.

**Joliet Junior College
Institutional Animal Care and Use Committee (IACUC)
Minutes April 02, 2018**

I. Old business

1. Approval of minutes from meeting from October 18, 2017 - approved
2. Semi-annual inspection deficiencies have been corrected.

II. New business

1. 1.5 inch length needles
 - Kept in locked area; approved for use in cysto protocol
2. Dr. Barksdale phone consultation
 - Periodic Weitendorf inspections requested, more frequently
 - Add a duplication assurance statement to our protocols
 - Add a species justification to all protocols
 - Address potential for pain at all times
 - Pls okayed to be moved to SOP
 - Increase communication (AV must have direct/timely communication)
 - Reduce "wordiness" of protocols
 - Adverse events discussed: our corrections are appropriate
 - Dr. Barksdale added to adverse events procedure
3. Creation of new semi-annual inspection overview as well as checklist
4. DMR Protocol review. Full committee discussions on:
 - VET 110-2: Based upon the low stress methods and CVTEA essential skills, the word "scruffing" was removed and replaced by "humane and appropriate restraint" – the wording used in the CVTEA essential skills. We will continue to teach scruffing, of course, but this general wording allows us to use other restraint methods as well.
 - VET 110-7: Conjunctival scraping was removed from the ophthalmic procedures.
 - VET 110-10: Addition of cats to the otic exam protocol
 - VET 212-4: Cat Dewclaw was archived.
 - Animal use protocol VET 110-7 Conjunctival scraping, removed
 - Venipuncture protocol – conditional approval – discussion about adding max total; insert table with limits rather than sentences so limits are clear. Send out for IACUC approval.
5. Behavior protocol: Full committee review
 - Standardization of assessment/behavior modifications methods need to be in place and are to be followed
 - Students get fear free certification in the program
 - Use of Gabapentin in cats and Trazodone in dogs

6. Cat Yoga new protocol proposed
 - Proposed to o a yoga class with the cats running around free
 - It was suggested that it be not only limited for yoga, but people come in to need them, play instruments, etc.
 - "Animal Enrichment" instead "Cat Yoga"
 - Tabled until further information can be obtained from Ed Vasil
7. Protocols are currently labeled by course #, suggestion to label by course/name/procedure
8. Students are expected to review if they have questions and are expected to adhere to protocols – added to syllabi

III. Semi-annual report approved

Joliet Junior College
Institutional Animal Care and Use Committee (IACUC)
Minutes October 10, 2018
2:00pm in B-1016

Attendance:

- Eileen McKee, CVT – IACUC Chairperson – (not-voting)
- Dr. Yvonne Costa – Attending Veterinarian
- Dr. Amy Gray – Dean of Nursing and Allied Health
- Brad Angus – Ag Representative
- Dr. Monica Marquez-Nelson – Bio Representative
- Suzette Matthews – Bio Representative (alternate member) – (not-voting)
- Vicki Polito – Non-affiliated member

I. Old business

1. Mr. Angus passed around a copy of the April's meeting minutes for review.
 - Approval of minutes from meeting from April 2nd, 2018.
 - Polito/Marquez-Nelson. All in favor.
2. Semi-annual inspection deficiencies from April have been corrected.
3. VET 110-3 Injections protocol received full approval following amendment.
4. Animal enrichment protocol.
 - Cat Yoga/Animal enrichment/exercise protocol discussion.
 - Animal justification
 - Socialization
 - Free range in enclosed area
 - Notation on medical record?
 - Maintain a list/log?
 - Sign waiver?
 - Tabled until Eileen can consult with Letty Medina, Director, Animal Welfare & Compliance, Abbvie
5. Behavior modification forms – thank you to Stacey Scholtes and Vicky Polito for revisions.

II. New business

1. AVMA accreditation – we passed!

2. Increase max # (double all) of animals on all protocols to accommodate full capacity of animals; change verbiage to anticipated # versus maximum.
 - Will send as amendment to IACUC for approval.
3. Dr. Costa and Dr. Gray DMR:
 - VET 110-5 Oral Meds and Pedicures and VET 111-7
 - Orogastric tube removed from 111-7 and added to 110-5
 - AVMA essential skill
 - Safer to pass the tube under anesthesia as stand-alone procedure rather than passing barium as was previously approved.
 - Approval of VET 110-5 and VET 111-7 revisions.
 - Vicky P/Dr. Marquez-Nelson. All in favor.
 - VET 111-6 Dental Prophylaxis
 - Modification on description of procedure
 - Change verbiage from AV to DVM
 - Added ALT/ALK Phos pre-surg bloodwork
 - Approval of VET 111-6 revisions.
 - Vicky P/Dr. Marquez-Nelson. All in favor.
 - VET 111-11 Canine & Feline Placement of Peripheral IV catheters
 - Verbiage regarding IV catheter placement
 - "Following appropriate sedatives, analgesics or anesthetic unless emergent situation or AV approval."
 - VET 111-11 revisions approval.
 - Vicky P/Dr. Gray. All in favor.
 - Clarification during SX
 - VET 212-1 Cat Castration
 - Modification, "following sedation and proper anesthetic intubation, intubation should be performed on cats prior to IV catheter placement".
 - Fasting minimum of 2 hours prior to surgery unless medically needed.
 - Approval of VET 212-1 cat castration revisions.
 - Dr. Marquez-Nelson/Dr. Gray. All in favor.
 - VET 212-2 Dog Castration
 - Modification, "IV catheter is placed following sedation; prior to anesthetic induction.
 - Approval of VET 212-2 revisions.
 - Vicky P/Dr. Gray. All in favor.

- VET 212-3 Canine/Feline OHV
 - Canine: "an IV catheter is placed following sedation; prior to anesthetic induction."
 - Refer to SOP for other approved methods
 - Anesthetized cat should be intubated prior to IV catheter placement.
 - ◆ VET 212-3 revisions approved. Dr. Marquez-Nelson/Vicky P. All in favor.
 - VET 212-5 Elective Surgeries and general anesthesia
 - IV catheter placement, the animal should be properly sedated.
 - With modification, approval for VET 212-5 elective surgeries and general anesthesia. Dr. Marquez-Nelson/Dr. Costa. All in favor.
4. Large Animal Protocols: Brad Angus and Patrick Kelly DMR
- VET 116-1-6 and VET 116-8
 - Brad Angus: no changes on the protocols.
 - Rationale for appropriateness of species used required to be added per Dr. Barksdale – none submitted after request to instructor.
 - Protocols cannot be approved without required rationale.
 - Approval tabled until the spring meeting.
 - Brad A./Dr. Gray. All in favor.

III. Report of Semi-annual inspection

1. All corrections discussed.
 - Records at Weitendorf should be available at the front desk by fall of 2019.
 - Students should review all records at the end of each day/labs
 - Use marker instead of sticker for expired drugs/meds and remove from display.
 - Approval of semi-annual report of the program review and inspection accepted. Dr. Marquez/Vicky P. All in favor.

Joliet Junior College
Institutional Animal Care and Use Committee (IACUC)
Minutes April 5th, 2019
2:30 p.m. B-1016

Attendance Voting Members:

	Voting Members		Alternate voting members
X	Dr. John Peacock – Attending Veterinarian		
	Dr. Amy Gray – Dean of Nursing and Allied Health	X	Dr. Mary Beth Luna – Nursing Dept. Chair (alternate member)
X	Brad Angus – Ag/Hort/Vet Tech Dept. Chair, Ag Representative	X	Patrick Kelly – Ag Representative (alternate member)
X	Dr. Monica Marquez-Nelson – Bio Representative		Suzette Matthews – Bio Representative (alternate member)
	Vicki Polito – Non-affiliated member		

Other Attendance Non-Voting Members:

- Eileen McKee, CVT – IACUC Chairperson – (non-voting member)

Opening remarks:

- Welcome to Dr. Peacock, AV
 - o He's an Ortho at VCA Aurora
- Card for Stacey Scholtes
 - o Retiring, please sign the card

I. Report of Semi-annual inspection – conducted by Patrick Kelly and Vicki Polito on March 28th, 2019

- All corrections discussed.
- Approval of semi-annual report. M. Marquez-Nelson motion; M. Luna seconded.

II. Old business

1. Approval of minutes from October 10, 2018. B. Angus motion; P. Kelly seconded.
1. Reviewed the approved email amendment from Fall 2018.
 - Increased the # of anticipated max of animals being used including animals from clinical rotations that are being used for the required AVMA skills
2. All other approved changes implemented
3. Tabled discussion on socialization protocol still pending for October 2019
 - Cat Yoga/animal socialization, will be on the October agenda
4. Tabled large animal protocols need full committee approval: See New Business

III. New business

1. IACUC training documentation:
 - IACUC SOP
 - AG/BIO/VET TECH SOP
 - Online training – IACUC 101 and other modules
2. Adverse Event: Prater (dog); Adverse Events protocol followed with successful conclusion. No further action required.
3. Approval of revised SOP (Vet Care and Anesthetics/Analgesics). Dr. Marquez-Nelson motion; 2nd by Patrick Kelly
4. Approval of VET 116-1 Ruminants, VET 116-4 Equine, VET 116-5 Swine
 - VET 116-1 Ruminants
 - Combined approved protocol of small ruminants, beef, dairy, calf lab and cull cow.
 - Simplified, added species and increase the # of anticipated max of animals
 - Added AVMA required skills and justification and Ag procedures
 - Techniques with no justification removed
 - Dr. Marquez-Nelson motion; 2nd by Dr. Peacock
 - Motion approved with revisions
 - VET 116-2 Equine
 - Protocol renumbered
 - Revised language
 - AVMA justification added
 - Dr. Marquez-Nelson motion, 2nd by Dr. Luna
 - Motion approved with revisions
 - VET 116-3 Swine
 - Protocol renumbered
 - Castration – Ag procedure/practice: Pain level D discussed
 - Revision/simplify language
 - AMVA justification
 - Dr. Marquez-Nelson motion, 2nd by Dr. Peacock
 - Motion approved with revisions
5. IACUC membership
 - We need a new non-affiliated alternate member as Ms. Stacey has retired and a BIO-representative alternate as Ms. Matthews is also retiring.

**Joliet Junior College
Institutional Animal Care and Use Committee (IACUC)
Minutes October 2nd, 2019
2-3:30 p.m. B-1016**

Attendance Voting Members:

- Brad Angus, Ag Representative
- Dr. Laura Bellinghausen, Attending Veterinarian
- Patrick Kelly, Ag Representative
- Dr. Marybeth Luna, Nursing Representative
- Dr. Monica Marquez-Nelson, Natural Science Representative
- Vicki Polito, Non-affiliated member

Other Attendance Non-Voting Member:

1. Eileen McKee, IACUC Chair

Opening remarks:

2. Welcome to Dr. Laura Bellinghausen, AV

I. Report of Semi-annual inspection

1. Eileen McKee and Dr. Laura Bellinghausen on Sept. 24, 2019
 - Non-compliance: Vet 111-3 Urinary catheter
 - Correction: Reminding VNC, faculty, adjunct faculty, lab assistants and student to review protocols before labs
 - Correction: Revision of protocols to make them easier to find and read
 - Non-compliance: VET 116- MOUs Large Animal Nursing protocols
 - Correction: MOUs are now on file
 - Non-compliance: VET 110-9 Dermatology
 - Correction: Dermatology protocol revision
 - Facility inspection
 - Main Campus
 - Animal ward cleaning of drains and air vents
 - Completion date – October 11th, 2019
 - Also put a work order request once a semester for cleaning drains and air vents
 - Weitendorf Ag Center
 - Minor deficiencies
 - Disposal of unlabeled/open colostrum, 3/28/19
 - Update labelling system on enclosures by fall 2019 semester start
 - Repair fence (by outdoor pens) by 4/5/2019
 - Correct sharp corners of hay feeders by Fall 2019 semester start
 - Motion to approve the Semi-annual report - pending approval upon completion of inspection of Natural Science lab and possibly fish protocol for Dr. Mills' fish research. Ms. McKee will be sending revised semi-annual report for signature.

ii. Old Business

1. IACUC members: non-affiliated and Natural Science alternate
 - We're still looking for alternate members
2. Fish protocol amended

iii. New Business

1. Revised SOPs: Ag, Natural Science and Vet Tech
 - Natural Science
 - Dr. Luna question what AWA p 34 meant on the SOP and Ms. McKee replied it is the "Animal Welfare Act" page 34. It was recommended to double check if this is still accurate.
 - Virginia is gone; Kristl Nowell is the contact person
 - Needs clarification on Dr. Patrick Mills fish research – animal care log, protocol
 - Page 4 is blank
 - Vet Tech
 - Check table of contents
 - Pages 23, 44 are blank
 - Page 20 – rotate evaluation plan
 - Motion to approve revised SOPs pending inspection and clarification of Biology – approved by Vicki P, and Dr. Luna. All in favor.
2. Approval of Revised Protocols
 - Physical Exam and Restraint
 - AVMA requirements to have a low stress handling techniques
 - Towel transport
 - Towel cowl instead of scruffing cats
 - Motion to approve with revision – approved by Dr. Marquez-Nelson and Vicki P. All in favor.
 - Ophthalmic
 - Motion to approve with revision – approved by Vicki P and Dr. Luna. All in favor.
 - Home Visit with enrichment
 - Committee reviewed the waiver form; Dr. Luna recommended to submit it to Rob Galick and Dean Patty for approval and perhaps have JJC legal team take a look at it
 - Campus police are interested in walking our dogs
 - Motion to approve with modification - Pending approval upon approval of waiver form; Ms. McKee will be sending this for approval via email.
 - Dermatology
 - Major changes, including skin scrapping, and # of use per day, per week.
 - Motion to approve – approved by Dr. Luna and Dr. Marquez-Nelson. All in favor.
 - Cadavers
 - Non-preserved animals
 - Change some wording
 - Motion to approve with revisions – approved by Vicki P. and Dr. Luna. All in favor.
 - Radiology
 - Combined all radiology procedures like OFA
 - Motion to approve – approved by Vicki P. and Dr. Marquez-Nelson

- Grooming
 - Ear cleaning/medicating
 - Anal sac expression
 - Pedicure
 - Motion to approve – approved by Vicki P. and Dr. Luna. All in favor.
- Fish - approved through amendment 9/29/19.
 - Motion to reapprove with slight modification – approved by Brad and Dr. Luna. All in favor.
- Birds
 - Motion to approve – approved by Dr. Marquez-Nelson and Vicki P. All in favor.
- Laboratory Animal
 - General note, needs verbiage revisions. Ms. Vicki will be helping Ms. McKee and sending the draft in early spring before the meeting
 - Will go through another approval in Spring meeting
 - Motion to approve – approved by Dr. Marquez-Nelson and Dr. Luna. All in favor
- Behavior
 - Tabled to be approval spring meeting.
- Nursing
 - CVTs does not do rectal exam, can be eliminated
 - Made adjustments on # of injections per week, per month
 - To be reviewed again in spring meeting
 - Motion to approve with revisions – approved by Brad A. and Vicki P. All in favor.
- Surgical Nursing and Anesthesia
 - Removing actual procedures of the surgery
 - To be reviewed again in spring meeting
 - Motion to approve – approved by Dr. Luna and Vicki P. All in favor.