



## UTAH VALLEY UNIVERSITY

### Policies and Procedures

<b>POLICY TITLE</b>	<b>Care and Use of Vertebrate Animals in Research and Instruction (Temporary Emergency)</b>	<b>Policy Number</b>	652
<b>Section</b>	Academics	<b>Approval Date</b>	October 25, 2018
<b>Subsection</b>	Faculty	<b>Effective Date</b>	October 25, 2018
<b>Responsible Office</b>	The Office of the Senior Vice President of Academic Affairs		

#### 1.0 PURPOSE

**1.1** This policy affirms Utah Valley University's commitment to the humane and ethical treatment of animals. The University adheres to all applicable laws, regulations, policies, principles, and standards regarding the use of vertebrate animals in teaching, testing, and research. This policy establishes the University's animal care and use program to ensure compliance and support the University's ethical commitments.

#### 2.0 REFERENCES

**2.1** 7 U.S.C. Chapter 7 *Animal Welfare Act*

**2.2** 9 CFR Chapter I, Subchapter A *Animal Welfare*

**2.3** Public Law 99–158 *Animals in Research*

**2.4** Public Health Service *Policy on Humane Care and Use of Laboratory Animals*

**2.5** *Guide for the Care and Use of Laboratory Animals*, 8<sup>th</sup> edition. National Academies Press, 2011.

#### 3.0 DEFINITIONS

**3.1 Activity:** Elements of research, testing, or teaching that involve the care and use of animals. (9 CFR 1.1)

**3.2 Animal:** Any live, vertebrate animal used or intended for use in teaching, research, research training, experimentation, biological testing, and/or related purposes.



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**3.3 Animal Care and Use Program (or “Program”):** All activities conducted at UVU and/or with the involvement of UVU-affiliated personnel that have a direct impact on the well-being of animals, including animal and veterinary care, policies and procedures, personnel, and program management and oversight, occupational health and safety, IACUC functions, and animal facility design and management.

**3.4 Assurance:** A formal written, binding commitment that an institution submits to a federal agency, in which an institution promises to comply with applicable regulations governing research with animal subjects and stipulates the procedures through which the institution will achieve compliance.

**3.5 Attending veterinarian:** A person who is licensed by the American Medical Veterinary Association, and has direct or delegated authority for activities involving animals at UVU.

**3.6 Faculty-sponsored student:** A student using animals under the supervision of a UVU faculty mentor.

**3.7 Humane:** The proper care and treatment of animals in accordance with all applicable federal and state laws, rules, and guidance.

**3.8 Institutional Animal Care and Use Committee (IACUC):** The university committee responsible for assessment and oversight of the University’s program components and facilities.

**3.9 Institutional official:** The Institutional Official bearing ultimate responsibility for the University’s Animal Care and Use Program. The Institutional Official has the authority to allocate the resources needed to ensure the Program’s overall effectiveness.

**3.10 Principal investigator:** A principal investigator is the person(s) designated as the individual(s) responsible for the administrative and programmatic aspects of the proposed project. The principal investigator must have the technical competence and substantive capabilities (scientific, administrative, and otherwise) to carry out a sponsored project. A faculty, staff, or faculty-sponsored student may be a principal investigator.

## 4.0 POLICY

### 4.1 Scope of Policy

**4.1.1** This policy applies to all individuals affiliated with the University engaged in the use of animals for research, testing, or teaching.

**4.2** The University complies with all applicable federal and state laws, rules, and guidance applying to the use of animals in research and instruction. University employees and students or UVU-affiliated researchers must perform all such research and instruction in compliance with



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the highest standards of ethics, practice, and conduct of each of the fields or disciplines involved in each specific research project or instructional activity.

**4.3** To ensure compliance with regulations regarding the humane care and use of animals in research and instruction, the University President will appoint an Institutional Animal Care and Use Committee (IACUC) that meets requirements and is responsible for ensuring the humane care and use of animals at the University.

## 5.0 PROCEDURES

### 5.1 Institutional Official

**5.1.1** As the Chief Executive Officer, the University President is the Institutional Official responsible for developing and maintaining an animal care and use program to ensure the humane care and use of animals in research, testing, and teaching at the University and/or by individuals affiliated with the University. The University President may delegate this responsibility to another official, who is to serve as the institutional official.

**5.2** As required by federal law, the Institutional Official will file an assurance with the Public Health Services (PHS) and/or the United States Department of Agriculture (USDA).

### 5.3 Institutional Animal Care and Use Committee

**5.3.1** The IACUC shall consist of not less than five members, and in accordance with PHS policy and USDA regulations, must include at least:

**5.3.1.1** One doctor of veterinary medicine, with training or experience in laboratory animal science and medicine, who has direct or delegated program responsibility for activities involving animals at the institution.

**5.3.1.2** One practicing scientist experienced in research involving animals;

**5.3.1.3** One member whose primary concerns are in a nonscientific area (for example, ethicist, lawyer, member of the clergy);

**5.3.1.4** One individual who is not affiliated with the institution in any way other than as a member of the IACUC, and is not a member of the immediate family of a person who is affiliated with the institution.

**5.3.1.5** The Institutional Official appoints the Chair and other members of the IACUC.

**5.3.2** The duties of the IACUC are as follows:



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**5.3.2.1** Review the institution's program for humane care and use of animals at least once every six months, using the *NIH Guide for the Care and Use of Laboratory Animals* and the *Animal Welfare Act Regulations* as a basis for evaluation.

**5.3.2.2** Inspect all of the institution's animal facilities at least once every six months, using the *NIH Guide for the Care and Use of Laboratory Animals* and the *Animal Welfare Act Regulations* as a basis for evaluation.

**5.3.2.3** Prepare reports of the IACUC evaluations conducted as required by PHS policy and USDA regulations, and submit the reports to the Institutional Official.

**5.3.2.4** Investigate and review concerns involving the care and use of animals at the institution.

**5.3.2.5** Make recommendations to the Institutional Official regarding all aspects of the institution's animal program, facilities, or training.

**5.3.2.6** Review and approve, require modifications in, or withhold approval of those components of research, testing, or teaching activities related to the care and use of animals as applicable.

**5.3.2.7** Review and approve, require modifications in, or withhold approval of proposed significant changes regarding the use of animals in ongoing activities as applicable.

**5.3.2.8** Suspend an activity involving animals for noncompliance, in accordance with the specification of PHS policy, USDA regulations, and other applicable laws, rules, and guidance.

**5.3.3** The IACUC reports to the Institutional Official.

#### **5.3.4 Review Process**

**5.3.4.1** Prior to the acquisition, use, or study of any animal in research, testing, or teaching, the principal investigator shall submit an *Animal Use Application* to the Chair of the IACUC. Research teams cannot acquire animals and cannot begin any research until they receive written approval from the IACUC.

**5.3.4.2** Applications and proposed significant changes (amendments) received by the tenth of each month will be reviewed by the IACUC that month. The IACUC will convey their decision (approve, require modifications, or withhold approval) to the principal investigator by end of the month.

**5.3.4.3** No IACUC member may participate in the IACUC's review of any project in which the member has a conflict of interest, except to provide information requested by the IACUC.

**5.3.4.4** Questions regarding animal care and use compliance shall be addressed to the Chair, who will review and address them with the other IACUC members as needed. Their response will be



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documented and reported to the Institutional Official and University Compliance in accordance with the specification of PHS policy, USDA regulations, and other applicable laws, rules, and guidance.

#### 5.4 Attending Veterinarian

**5.4.1** The attending veterinarian is responsible for the health and well-being of all animals used at UVU, and will provide appropriate veterinary care.

**5.4.2** The attending veterinarian will have sufficient authority, including access to all animals, and resources to manage the program of veterinary care.

**5.4.3** The attending veterinarian may be employed by the University on either a full-time, part-time, or consultant basis.

#### 5.5 Record-Keeping Requirements

**5.5.1** The IACUC will maintain the following records:

**5.5.1.1** Minutes of IACUC meetings, including records of attendance, activities of the committee, and committee deliberations;

**5.5.1.2** Records of applications and amendments in the care and use of animals, whether IACUC approval was given or withheld; and

**5.5.1.3** Records of semi-annual IACUC reports and recommendations (including minority views) as forwarded to the Institutional Official.

**5.5.2** The IACUC shall maintain all records for at least three years; records that relate directly to applications, proposals, and proposed significant changes in ongoing activities reviewed and approved by the IACUC should be maintained for the duration of the activity and for an additional three years after completion of the activity.

**5.5.3** The IACUC shall provide all records for inspection and copying by authorized Office of Laboratory Animal Welfare (OLAW) or other PHS representative and the USDA at reasonable times.

POLICY HISTORY		
October 25, 2018	Approved as a temporary emergency policy.	UVU Board of Trustees