

Research Involving Animals**POLICIES****Issued:** March 25, 2017**Responsible Official:** Provost and Senior Vice President for Academic Affairs**Responsible Office:** Office of Research and Sponsored Programs**Policy Statement**

Austin Peay State University adheres to the requirements of the Federal Animal Welfare Act (7 U.S.C. 2131 et seq.) and its amendments, the PHS Policy on the Humane Care and Use of Laboratory Animals, and other Federal statutes and regulations relating to animals. The following procedures are intended to ensure institutional compliance.

Purpose

This policy is applicable to all research, research training, experimentation, and biological testing and related activities involving live, vertebrate animals and conducted at this institution, or at another institution as a consequence of the subgranting or subcontracting of such an activity by this institution.

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- [Guide for the Care and Use of Laboratory Animals](#)

Procedures

- A. This institution will comply with all applicable provisions of the Animal Welfare Act and other Federal statutes and regulations relating to animals.

- B. This institution is guided by the "U.S. Government Principles for the Utilization and Care of Vertebrate Animals Used in Testing, Research, and Training."
- C. This institution acknowledges and accepts responsibility for the care and use of animals involved in activities covered by this policy. This institution will make reasonable effort to ensure that all individuals involved in the care and use of laboratory animals understand their individual and collective responsibilities for compliance with this policy as well as all other applicable laws and regulations pertaining to animal care and use.
- D. This institution will maintain a program for activities involving animals in accordance with the GUIDE FOR THE CARE AND USE OF LABORATORY ANIMALS.
- E. The Provost and Vice President for Academic Affairs shall have the authority and responsibility for administering this policy and ensuring compliance with this policy.

Mechanism

- A. A University Animal Care and Use Committee (UACUC) shall be appointed by the President as a standing committee of the University, with a composition as follows:
 - 1. At least six faculty members, including one non-scientist. Faculty committee members, with the exception of the non-scientist faculty, should represent the departments currently conducting animal-based research.
 - 2. A licensed veterinarian with training or experience in Laboratory Animal Science and Medicine.
 - 3. An individual not affiliated with the University, other than by service on this committee, and not a member of the immediate family of a person affiliated with the University.
 - 4. A representative of the Office of Research and Sponsored Programs (ex officio) and the Assistant Director of Safety Environmental Compliance (ex officio).
 - 5. A student representative.

- B. Terms and appointment to the IACUC shall be for three years, with appointments staggered to ensure continuity of membership.
- C. The UACUC shall elect, from among its membership, a chairperson whose term shall be for one year.
- D. The UACUC shall review at least once every six months all of the institution's programs for humane care and use of animals, using the GUIDE FOR THE CARE AND USE OF LABORATORY ANIMALS as a basis for evaluation.
- E. Recommendations of the UACUC shall be made in writing to the Provost and Vice President for Academic Affairs regarding any aspect of the institution's animal program, facilities, or personnel training covered by this policy.
- F. The UACUC shall be responsible for performing inspections at least once every six months of all University "animal study areas and animal facilities" as required by the AWA. Results of these inspections and recommendations resulting there from shall be communicated to the Provost and Vice President and Academic Affairs, the Dean of the College in which the facility resides, the Chair of the Department in which the facility resides, and the faculty member(s) whose research is impacted by the findings.
- G. The UACUC shall review and approve, require modifications in (to secure approval) or withhold approval of those activities related to the care and use of animals as set forth in this policy.
- H. The UACUC shall review and approve, require modifications in (to secure approval) or withhold approval of proposed significant changes regarding the use of animals in ongoing activities as set forth in this policy.
- I. The UACUC shall notify in writing, Provost and Vice President for Academic Affairs and the individual making application for UACUC approval of its decision to approve or withhold approval of those activities related to the care and use of animals, or of modifications required to secure UACUC approval.
- J. The UACUC shall be responsible for approving euthanasia procedures for all facilities covered by this policy to ensure that they are in accord with the AWA.

- K. The UACUC shall ensure that animals are not subjected to unjustifiable stress or discomfort at any time while they are under the supervision of individuals affiliated with the University.
- L. The UACUC shall review concerns involving the care and use of animals at the institution.
- M. The UACUC shall be empowered to suspend activities found to be in non-compliance with approved protocols.
- N. The individual authorized by this institution to verify UACUC approval of those sections of applications and proposals for external funding related to the care and use of animals is the Director for the Office of Research and Sponsored Programs.
- O. A separate budget account shall be established and renewed annually with funds sufficient to support the activities required by this policy of the UACUC and its members. Provost and Vice President for Academic Affairs and the Chair of the UACUC shall be jointly responsible for expenditures from this account.

Occupational Health Program

- A. The University shall provide an appropriate occupational health program for individuals who work in laboratory animal facilities or with animals.
- B. The University shall require appropriate health screenings and immunizations of all individuals included within this policy.
- C. The UACUC shall annually review the occupational health program as it applies to this policy and make recommendations concerning it to the Provost and Vice President for Academic Affairs.

Training and Instruction

- A. The University shall provide timely training for scientists, animal technicians, and other personnel involved in animal care, treatment, or use according to a plan established by the UACUC. Training will include humane practice of animal care and use, training or instruction in research or testing methods that minimize the number of animals required to obtain valid results and that minimize animal distress, emergency procedures, animal welfare regulations, applicable laws regarding animal welfare, and institutional policy with regard to animal welfare.

- B. The University shall provide timely training in work place safety and health to scientists, animal technicians, and other personnel involved in activities covered by this policy.
 - C. The UACUC shall annually review then training and instruction program as it applies to this policy and make recommendations concerning it to the Provost and Vice President for Academic Affairs.
- Record Keeping**
- A. The University shall retain copies of all UACUC reports and recommendations, including minority views, on file for a period of not less than three years beyond completion or termination of the approved project. Records and minutes, including attendance, committee deliberations shall be kept for all meetings of the UACUC. Reports shall include both majority and minority views.
 - B. The University shall retain copies of all applications, proposals, and proposed significant changes in the care and use of animals and whether UACUC approval was given or withheld.
 - C. The University shall retain records of semi-annual UACUC reports and recommendations as forwarded to the Provost and Vice President for Academic Affairs.

Links

Guide for the Care and Use of Laboratory Animals <http://grants.nih.gov/grants/olaw/guide-for-the-care-and-use-of-laboratory-animals.pdf>

Revision Dates

APSU Policy 2:007 – Rev.: March 25, 2017
 APSU Policy 2:007 – Rev.: August 12, 2015
 APSU Policy 2:007 – Rev.: August 10, 2012
 APSU Policy 2:007 – Issued: February 12, 1996

Subject Areas:

Academic	Finance	General	Human Resources	Information Technology	Student Affairs
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Approved

President: signature on file

Collaboration