

THE UNIVERSITY OF TEXAS AT DALLAS
NUMBERED POLICY MEMORANDA

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INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE

The Institutional Animal Care and Use Committee is a University-wide Standing Committee appointed by the President not reporting to the Academic Senate of The University of Texas at Dallas.

The Committee operates under the Principles for Use of Animals, the U.S. Department of Health and Human Services "Guide for the Care and Use of Laboratory Animals," the U.S. Department of Agriculture Animal and Plant Inspection Service, the Animal Welfare Acts, and other applicable laws and regulations. The Committee is charged to assure the humane care and use of animals used or intended for use in all research, research training, experimentation, teaching, or biological testing or for related purposes involving live, vertebrate animals. In keeping with this charge, no research or other activities involving the use of animals may commence without the written approval of the Committee. The Committee is also charged to assure the humane care and use of animals used in projects awarded to the University by the National Institute of Health (NIH). In addition, the committee is charged to perform the following duties:

1. Maintain oversight of the University's animal care program.
2. Maintain a program of training for all persons using animals.
3. Inspect University facilities and review procedures for the care and use of animals at least twice each year to ensure that the University is in compliance with the Animal Welfare Act, the NIH "Guide for the Care and Use of Laboratory Animals," and U.S. Department of Agriculture Animal and Plant Inspection Service.

4. Receive and review questions or complaints from any source concerning the welfare of University animal subjects. If the conduct of a specific project is to be reviewed, the quorum will not include any member having an active role in the project.
5. Semi-annually make written recommendations to the Vice President for Research regarding any aspect of the University's animal program, facilities, or personnel training.
6. Review and approve, require modification in (to secure approval), withhold approval of, or suspend any research or activity, new or ongoing, including but not limited to proposals submitted to funding agencies, that involves the use of animals.
7. Notify investigators, University and appropriate funding agencies, through the Vice President for Research, of its decision to approve or withhold approval or suspend any research or instructional activity, new or ongoing, that involves the use of animals.
8. Annually advise the University on policies and procedures with regard to its animal care program.

Members of the Institutional Animal Care and Use Committee must have appropriate education and experience to perform their duties with respect to the types of animals and species used and the kinds of projects to be undertaken. One member of the Committee must be a Doctor of Veterinary Medicine, with training in laboratory animal science and medicine. One member of the Committee must be a community person, not affiliated with the University in any way other than a member of the Committee, and not a member of the immediate family of a person who is affiliated with the University. One member of the Committee must be a person whose primary concerns are in a nonscientific area. One member of the Committee must be a practicing scientist experienced in research involving animals. Any individual who meets the requirements of more than one of the categories listed above may fulfill more than one requirement.

The Committee shall be composed of no fewer than six members appointed by the President. The terms of office of the Committee members shall be for three years and members may be reappointed by the President for additional terms. If for any reason a Committee member resigns, the President shall appoint another qualified individual to serve the remainder of the unexpired term. The Vice President for Research serves as ex officio member with vote. Changes in membership will be reported annually to the Office of Protection from Research Risks, NIH. The Chair and Vice Chair of the Committee shall be appointed annually by the President.

The Vice President for Research shall be the Responsible University Official for the Committee, with oversight of all animal facilities. All information concerning Committee

activities, reports, and other related documents and approvals shall be housed in the Office of the Vice President for Research. The Vice President for Research shall be responsible for the submission of annual reports to appropriate government agencies.