



## IACUC POLICY # 2

### Institutional Animal Care and Use Committee

#### Membership

1. The Institutional Animal Care and Use Committee (IACUC) is appointed by the President, University of South Carolina.<sup>1</sup>
2. Membership on the IACUC will meet or exceed the minimum requirements of the Animal Welfare Act Regulations (AWAR) and the Public Health Service Policy on Humane Care and Use of Laboratory Animals (PHS Policy).<sup>2</sup>
3. To the extent possible, the membership will include a scientist from each of the departments in which laboratory animals are routinely used.
4. Alternate members will be appointed in accordance with the PHS Policy. An IACUC member and his/her alternate may not count toward a quorum at the same time or act in an official member capacity at the same time.
5. Ex-officio (voting) members are the veterinarian and a non-scientist representative from Animal Resource Facilities.
6. The IACUC may use consultants for specific needs. Consultants may not vote with the IACUC.<sup>3</sup>

#### Term of Appointment

1. All appointments to the IACUC are made by the President.
2. IACUC appointments for university faculty or staff will be for two years.
3. A university faculty/staff member may be re-appointed.
4. Student members will be appointed for one year and may be extended for a second year.
5. The term of the nonaffiliated and ex-officio member(s) is indefinite.

#### IACUC Functions

1. The functions of the IACUC will be consistent with the requirements of the AWAR and the PHS Policy.<sup>4</sup>
2. These functions include:
  - a. Make recommendations to the Institutional Official (IO) regarding any aspect of the university's animal program, facilities, or personnel training;
  - b. Review, at least once every six months, the program for humane care and use of animals;
  - c. Inspect, at least once every six months, all of the animal facilities, including animal study areas;
  - d. Prepare reports of the program and facility evaluations and submit them to the Institutional Official;
  - e. Review, and if warranted, investigate concerns involving the care and use of animals; and

- f. Review and approve, require modifications in (to secure approval), or withhold approval of the components of proposed activities or proposed significant changes to previously approved activities related to the care and use of animals.

### **Meetings**

1. The IACUC will meet at the call of the Chairperson but not less than semiannually.
2. A meeting agenda including the titles of all animal use proposals and significant changes to be reviewed will be provided to each member before the meeting.
3. The IACUC may not conduct official business unless a quorum is present.<sup>5</sup>

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1. AWAR §2.31,b. and PHS Policy Footnote 5. "The Health Research Extension Act of 1985 requires the IACUC to be appointed by the chief executive officer (CEO) of the entity for which the committee is established. The Office of Laboratory Animal Welfare (OLAW) considers the CEO to be the highest operating official of the organization (such as the President of a University). If the CEO delegates authority to appoint the IACUC then the delegation must be specific and in writing. The CEO may or may not be the Institutional Official as defined by this Policy."
  2. AWAR §2.31, b, 2-4. and PHS Policy IV.A.3.
  3. PHS Policy (IV,C,3) and the AWAR (§2.31,d,3 and §2.31,c,3)
  4. PHS Policy (IV,B) and the AWAR §2.31,c)
  5. "Quorum" is defined as a majority (>50%) of the voting members of the IACUC. Therefore, a protocol is approved only if a quorum is present, and if more than 50% of the quorum votes in favor.

