



Policy Title: Make Recommendations
Category: Animal Care and Use
Policy Number: 115
Sponsor: Vice President for Research
Effective Date: January 2, 2006

INTRODUCTION AND PURPOSE. This document describes the specific IACUC function of making recommendations to the Vice President for Research regarding any aspect of the University's animal program, animal facilities, or personnel training.

SCOPE AND APPLICABILITY. This document applies to all employees and others who are authorized to conduct activities involving animals at the University.

POLICY STATEMENTS.

The IACUC will make, as appropriate, recommendations to the Institutional Official regarding any aspect of the University's animal program, animal facilities, or personnel training.

PROCEDURES.

1. Any member of the IACUC may ask the Chair to include on the agenda for the next IACUC meeting a particular recommendation regarding any aspect of the University's animal program, animal facilities, or personnel training.
2. Absent extraordinary circumstances, the Chair shall include such recommendation on the agenda for the next IACUC meeting.
3. After appropriate discussion and obtaining additional useful information, the IACUC, during a convened meeting with quorum present, may determine to make a particular recommendation to the Vice President for Research regarding any aspect of the University's animal program, animal facilities, or personnel training. The IACUC's determination is made upon such a vote of a majority of the quorum present.
 - a. A quorum exists when a majority of IACUC members are present and are qualified to participate ("qualified to participate" means the member is current in education and training, is current in filing the conflicting interest report, and has no conflicting interest in the particular matter under review).
 - b. The Chair may invite guests to the IACUC meeting to provide information to the IACUC. These guests may be subject-matter experts or others with information helpful to the IACUC. All guests will depart the meeting upon direction of the Chair and in no case may any guest with a conflicting interest be present for deliberations and voting.
 - c. A person providing administrative support to the IACUC is not considered a guest or a member; the Chair may permit that person to remain throughout the IACUC meeting to perform administrative support duties.
4. The IACUC's recommendation is communicated to the Vice President by the Chair of the IACUC in writing.