



IACUC MEETING MINUTES - APPROVED

February 6, 2020, 3:30-5:00 PM

ADM 468

Attendees

Committee Members: L. Dowdy, J. Castaneda, E. Routman, N. Catena, K. Murphy, F. Dunker
HAP Staff: S. Pelton, K. Stover

Chair Dowdy presided over the meeting and called the meeting to order at 3:42pm

I. ANNOUNCEMENTS

- a. Welcome Kali Stover – new HAP Coordinator
- b. HAP Administrator Position – Position posted, Challenging position to recruit for

I. MEETING MINUTES

- a. Minutes from Oct 23, 2019 meeting (A1)

The members present unanimously approved the meeting minutes from the meeting on October 23, 2019.

II. ANIMAL WELFARE ASSURANCE

- a. Review of Assurance document to identify and discuss any areas for change (current assurance expires 9/30/2020)

Reviewed the Assurance and made a few edits (see below). Ran out of time and will continue review at next committee meeting.

III. OTHER BUSINESS

- Karl reported departure from the guide / health check (provided attached letter to IACUC)
- Update on the seawater facility – tanks are installed, starting the biofilter process. It will take a couple of months for environment to be ready for animals.
- Personnel in the facility – It seems that some faculty/staff have keys to the back door of the facility. Solution discussed was to change the lock on the back door and make it exit only. Also would help to explain to faculty/staff that the ACF is a closed facility and only people who need to have access should.

- a. Update from Field Safety Subcommittee (Linda, Karl, Julian) – did not discuss due to lack of time
- b. Dates for next meeting (program review and facility inspection) – did not discuss due to lack of time

Assurance review

Page 1, I – Under branches and components, list SFSU, update RTC to EOS

Page 1, E – should we add “for federally funded;” May need to clarify with OLAW

Page 2 – update President and IACUC Administrator

Page 2 – Julian’s experience 18 years; Freeland – 26 years of experience

Page 3, section D - #1 Every six months the IACUC meets to review....

5:29pm meeting adjourned



IACUC MEETING MINUTES - APPROVED

April 29, 2020, 3:00-5:00 PM

Zoom

IACUC members present: L Dowdy, K Murphy, J Castaneda, F Dunker, E Routman, N Catena
ORSP/HAP staff: S Pelton, K Stover

Chair Lynne Dowdy presided over the meeting and called the meeting to order at 3:05 PM.

I. ANNOUNCEMENTS/UPDATES

- a. HAP Administrator Position – Given current budget uncertainty, all vacant positions, including the HAP Administrator position, have been put on hold until further notice.
- b. Animal Care during shelter-in-place – Investigators have been asked to provide animal care plans for their animals during the shelter-in-place. ORSP staff will help out as needed. It was noted that health checks were not performed on the Xenopus on 4/11/2020 and 4/25/2020. IACUC requested for HAP Administrator to clarify the animal care plan with the investigator.

II. MEETING MINUTES

- a. Minutes from Feb 6, 2020 meeting - The IACUC voted to approve the minutes with a unanimous vote.

III. PROTOCOL REVIEW

- a. Protocol Modification Request – K. Crow / A19-05
The modification was discussed and IACUC identified the following changes for the investigator:
 - Narrow the list of species included in the protocol to those that have similar environmental needs (ie. pH, water temp, social/housing compatibility, etc.).
 - Remove the invertebrates from Table 1 (four listed) and Table 2 (two listed)
 - Once the modification is approved, and after each importation of fish event, please provide a written report to the IACUC that includes: date of importation, the number and species of fish, and their survival rate. This report should be submitted one month after the importation of the fish. Please add this requirement to the protocol.
- b. Embryo Use Protocol – M. Fuse, L. Galli, J. Ramirez

The IACUC requires the PI to add a secondary, confirmatory euthanasia method (decapitation). Once received, the Chair will review as the designated reviewer.

IV. PROGRAM REVIEW/FACILITY INSPECTION

The semi-annual Facility Inspection was conducted on 4/27/2020 and the report was presented to the IACUC for review. No significant deficiencies were identified.

The IACUC conducted the Semiannual Program. Minor deficiencies were discussed and tabulated and will be compiled in a semiannual report to the IO. No significant programmatic deficiencies were identified.

V. ANIMAL WELFARE ASSURANCE

- a. SFSU's current Assurance expires 9/30/2020. Committee reviewed first couple of pages, but ran out of time to review the entire document. It was agreed that a sub-committee (Chair, Vet, Interim HAP Administrator, ACF Manager) would meet to continue the review and present the proposed changes to the other members. A draft must be submitted to OLAW by 5/31/2020.

VI. OTHER BUSINESS

- a. Update on seawater facility and move of research animals to 8th floor facility (Karl) - Karl gave the IACUC an update on the saltwater room (823) in the animal care facility. The timing of the move of the vertebrates from 231 to 823 will depend on how soon the biological filter has completed its cycle. Karl reported that the ammonia in 823G (goby system) is down from 1.0 ppm to 0.25 and nitrites are at 10-20 ppm. The nitrates are at 40ppm. The situation in 823M (mixed system) about the same except the ammonia is at 0.50 ppm. 823G has been cycling since 2/12/2020, however that was with a reduced amount of bacteria borrowed from the Academy of Sciences. 823M was started 2 weeks later with the recommended amount of bacteria. Karl and Freeland discussed how much a high salinity (39-40ppt) can delay the cycle. Freeland stated it can certainly slow it down and the ideal levels would be 34-35ppt. Karl explained the difficulty of maintaining these levels during shelter-in-place. An estimate was made that the system could be ready in 4-6 weeks and will depend on when shelter-in-place is lifted for facility staff.
- b. Gobies in 231 - Julian announced that the changes made to the acclimation of new gobies has been successful in increasing survival. He showed a chart of the survival of the previous batch (Spring 2019) which showed a 5% survival after 6 weeks. Survival of the current Spring 2020 batch is over 80%. Also showed images of dead gobies from previous importations with what he explained were bite marks and "weird white patches." Changes included lower densities (10 fish /tank), more enrichment, and the fish being introduced into already cycled systems. The "warm side, cold side" experiment required by Dr Crow's protocol is also being conducted.

- c. Karl presented a request for a variance to the Guide for the food storage humidity and temperature in HH832. On 10/21/2019, the Semi-Annual Facility Inspection requested clarification of the food storage conditions in HH832 and if they conform to the recommendations outlined in The Guide for the Care and Use of Laboratory Animals, 8th Edition (The Guide). The Guide recommends storage of natural ingredient diets at less than 70° F and below 50% relative humidity.

Between 10/23/2019 and 11/5/2019 a log of the temperature and humidity in HH832 was kept. It was found that the temperature exceeded 70° F in 20% of the readings. However, at no time was the temperature greater than 74° F. The humidity never exceeded 50%.

HH832 does not have adjustable temperature controls. It is an interior storage room that is generally not subject to wide temperature swings due to outside weather conditions. The food is also stored in a large vermin proof container within the room. There has been no evidence of food spoilage since storing mouse food in these conditions.

The committee approved Karl's request for the variance to the Guide to store animal feed at a temperature below 75° F. This is above the recommended 70° F but should not be detrimental to food quality. Animal care staff will continue to monitor food for mold and vermin and order and rotate stock to ensure freshness.

The meeting was adjourned at 5:00pm



IACUC MEETING MINUTES - **APPROVED**

June 25, 2020, 3:00-5:00 PM

Zoom

IACUC members present: L Dowdy, K Murphy, J Castaneda, F Dunker, E Routman, N Catena
ORSP-HAP staff: S Pelton, K Stover, J Mankus

Chair Lynne Dowdy presided over the meeting and called the meeting to order at 3:05 PM.

I. ANNOUNCEMENTS/UPDATES

- a. HAP staffing updates – Jessica Mankus, Grants Development Officer, to work with Kali to help support the work of the IACUC and IRB
- b. Online system for managing IACUC protocols – Will be working over the summer to create IACUC records in online protocol management system
 - i. IRBManager will house both IRB and IACUC Protocols, make the system more automated
 - ii. Integrates with CITI
- c. Draft Animal Welfare Assurance submitted to OLAW on 5/28/2020
- d. USDA to resume unannounced inspections (HAP rec'd email 6/10/2020)
- e. OLAW reporting deadlines to change reporting cycle to match the federal fiscal year (Oct 1 – Sept 30). OLAW annual report will be due by December 1.

II. MEETING MINUTES

- a. The IACUC voted to approve the April 29 meeting minutes with some minor changes with a unanimous vote.

III. PROTOCOL REVIEW

a. R. Sehgal / A20-01

- Committee requested a copy of the state scientific collecting permit.

Once this issue of the permit is clarified with the investigator, the IACUC voted unanimously to approve via DMR. (DMR: L. Dowdy and J. Castaneda)

b. Domingo / A20-02

- Committee discussed the protocol and no issues were raised.

IACUC voted unanimously to approve.

c. E. Routman / A20-03

- E. Routman recused himself.
- Committee requested that there be language added that, as a safety precaution, the investigator will inform his supervisor when he plans to do field work and will provide a number where he can be reached if needed.

Once this issue is clarified with the investigator, the IACUC voted unanimously to approve via DMR. (DMR: F. Dunker)

d. K. Murphy – Holding Protocol / A20-04

- K. Murphy recused himself.
- Committee request that general names of the species that are currently in the facility and that are listed in active protocols be added (ie. fresh water fish, saltwater fish, amphibians, rodents, etc.). For the USDA species, the following should be listed: *Peromyscus*, *Mus* and *Oryctolagus cuniculus*.
- Need to add dates to cover page.

Once these items are updated, the IACUC voted unanimously to approve via DMR. (DMR: F. Dunker)

IV. OTHER BUSINESS

- a. Update on seawater facility and move of research animals to 8th floor facility (Karl)
- Animal care facility student workers were approved to work over the summer
 - Ammonia is close to 0; nitrites are at 20-40; nitrates are at 40
 - Temperature is at 15 degrees Celsius
 - Salinity is low (30-31) in one tank, probes are working fine; other tank is at 36 ppt
 - F. Dunker suggested that we bring a sample over to Cal Academy to run the same tests as a quality control measure.
 - An estimated timeline for moving the fish from HH231 to HH823 was sent to the investigator and the Biology Department chair on June 22, 2020. The estimated move date is July 20, 2020, but date will shift depending on the water quality. Moving the fish will be done over several weeks, starting with the older gobies. The plan is to import a small batch each week, but again, this will depend on the ammonia levels and overall water quality.
- b. Unstable temperatures in the animal care facility over the last 6 months (Karl)

- K. Murphy shared a log of the numerous work requests submitted to facilities related to room temperature issues. Recommended for the IACUC to escalate this issue to the IO.
- K. Murphy to draft letter from the IACUC to IO. Will request that the IO cc Dean Domingo on his communication to facilities.

Meeting was adjourned at 4:20pm