

1.0 POLICY STATEMENT

- 1.1 MacEwan University (“the University”) regards the use of animals in research, teaching and testing as valuable for continued progress in science and education. The University accepts the use of experimental and teaching or display animals as a privilege, one that comes with important ethical responsibilities.

2.0 PURPOSE

- 2.1 This policy provides a framework of accountability to:
- ensure that good science is done;
 - ensure that every animal is treated humanely and not subjected to unnecessary pain or distress;
 - work within the accepted standards for animal care and use.
- 2.2 Rationale and Guiding Principles:
- the University is committed to the ethical and humane use of animals in research teaching and testing;
 - the University is committed to ensuring that Canadian Council on Animal Affairs (CCAC) guidelines, standards and policies are met, including “The Three Rs” of humane animal experimentation, and frequent welfare assessments. Additionally, to remain in compliance with CCAC guidelines, all Canadian institutions using animals for research, teaching and testing must establish an animal care committee and have in place an experimental animal care and use program that meets or exceeds the CCAC standards.

3.0 APPLICABILITY

- 3.1 **Activities**
This policy applies to University course work and course related activities; Faculty, staff, student and affiliated third party research; All additional activities pertaining to the care, use or study of animals including breeding, housing, display, competition and/or sample collection.
- 3.2 **Jurisdiction**
This policy applies to the care and use of animals in all facilities owned and/or operated by the University; The care and use of animals owned, managed, or used by the University while located on non-University premises in Canada, or in other jurisdictions as required under terms of funding; the use of animals anywhere in the world as part of research and teaching conducted by the University or members of the University.
- 3.3 **Personnel**
This policy applies to all University faculty, staff, students, and visitors using or proposing to use animals for research, testing or teaching.
- 3.4 **Consultation**
The views of the Animal Research Ethics Board shall be solicited whenever there is doubt about the applicability of this Policy to a particular activity involving animals.

4.0 DEFINITIONS

Animal

Refers to all non-human living vertebrates and higher invertebrates as defined by the CCAC.

The Three R's (Replacement, Reduction, Refinement)

Replacement refers to the implementation of alternative methodologies which avoid or replace the use of animals where they would otherwise have been used.

Reduction refers to the implementation of strategies that would result in fewer animals being utilized to address a given research question with the necessary rigor.

Refinement refers to a modification to the husbandry, or experimental protocols to minimize pain, stress or distress and enhance the welfare of animals.

Course Instructor

The primary faculty or staff in charge of a teaching project involving the use of animals.

Principal Investigator

The primary individual in charge of a research project involving the use of animals.

University Animal Research Ethics Board (AREB)

The committee responsible for overseeing all aspects of animal care and use at the University.

Welfare Assessments

Animal welfare is a concept used to characterize the physical and mental state of an individual animal and how this animal is experiencing the conditions in which it lives.

5.0 POLICY ELEMENTS

5.1 Responsibility

- 5.1.1 The Provost and Vice-President, Academic is the policy holder and has executive authority over all matters relating to animal care and use at the University for University purposes and appeals.
- 5.1.2 The Provost and Vice-President, Academic delegates responsibility for implementation of the animal care and use program to the Associate Vice President, Research.
- 5.1.3 The Associate Vice President, Research shall support the role and work of the AREB through communications and oversight of policy compliance, staffing and animal facility matters. In consultation with the AREB, the Associate Vice President, Research approves procedures that align with this policy. The Associate Vice President, Research ensures appropriate operations are in place for animal care and use.
- 5.1.4 The AREB shall review all animal use protocols and ensure that CCAC guidelines are followed.
- 5.1.5 The roles, responsibilities, membership and accountability of the AREB are documented in the Terms of Reference and associated procedures.
- 5.1.6 The procedural responsibilities of and the ethical principles guiding the AREB are in accord with the recommendations of the CCAC, and shall be reviewed by the AREB, Associate Vice President, Research, and Provost and Vice- President, Academic as appropriate, whenever

new recommendations on ethics are forthcoming from that body or from relevant statutory agencies.

- 5.1.7 Research Services must ensure that scientific merit peer review is completed for all animal research projects. The AREB may recognize a review conducted by the granting agency if such granting agency commonly conducts a peer review based on its own established procedures (e.g., Natural Sciences and Engineering Research Council).
- 5.1.8 Research Services will ensure that pedagogical merit peer review is completed for all teaching projects.
- 5.1.9 Deans and Chairs have a general responsibility for the research and teaching carried out their faculty school/program and for promoting and ensuring compliance with applicable University policies and procedures.
- 5.1.10 Faculty members must design and carry out their research and teaching in accordance with the applicable University, federal, provincial and municipal requirements. Faculty are also responsible for educating students as to the rationale for, and the application of, relevant requirements, and for ensuring that students working under their supervision respect and observe the relevant requirements.
- 5.1.11 All investigators, animal users and handlers must abide by guidelines set forth by the AREB in all projects in which they are involved.

5.2 Use of Animals

- 5.2.1 Prior to initiating any animal use principal investigators or course instructors must apply for and receive approval from the University AREB for the use of animals in research, testing or teaching.
- 5.2.2 Principal investigators and course instructors are encouraged to consult with the Research Ethics Officer, Animal Care Coordinator, or the University consulting veterinarian before beginning new projects.
- 5.2.3 Prior to implementing any changes to approved protocols, principal investigators and course instructors must apply for and receive approval from the University AREB.
- 5.2.4 Renewals of ongoing projects continuing past twelve months of the original approval require the principal investigator or lab supervisor to apply for and receive renewal approval from the University AREB prior to expiration. A maximum of three renewals will be granted, before a new application is required.
- 5.2.5 All projects using animals in research or teaching are subject to ongoing, post-approval monitoring by the AREB.

5.3 Non-Compliance

- 5.3.1 Improper care or use of animals in research or teaching is a serious offence, subject to severe penalties, including the withdrawal of animal use privileges and/or disciplinary action.

- 5.3.2 Using animals in teaching or research that is not approved by the AREB constitutes non-compliance.
- 5.3.3 The AREB must report any breaches of compliance with approved animal use protocols and standard operating procedures (SOPs) or other standards of practice to the Provost and Vice-President, Academic, and Associate Vice President, Research.
- 5.3.4 The AREB must advise the Provost and Vice-President, Academic, and Associate Vice President, Research of all non-compliance issues and work with the Provost and Vice-President, Academic, and Associate Vice President, Research on decisions to withdraw or suspend approval of any project. The Provost and Vice-President, Academic, and Associate Vice President, Research may advise the AREB on corrective actions and decide if further action is warranted depending on the circumstances.

5.4 **Implementation**

- 5.4.1 AREB guidelines and standard operating procedures (SOPs) shall be developed to assist in the administration of this policy.

6.0 ASSOCIATED PROCEDURES

- AREB SOP 100: Submission of Applications for AREB Review
- AREB SOP 103: Ethical Review of Applications
- AREB SOP 106: Post Approval Monitoring (PAM): General
- Research Services SOP 101: Scientific Merit Peer Review Process
- Research Services SOP 102: Pedagogical Merit Peer Review Process

7.0 RELATED POLICIES, FORMS, AND OTHER DOCUMENTS

- Student Academic Integrity
- Adjunct Faculty and Visiting Scholars
- Titled Chairs
- Responsible Conduct of Research and Creative Activity
- Ethical Review of Research with Human Participants
- Research Partnerships and Affiliations

8.0 ACCOUNTABILITY

Policy Sponsor

Provost and Vice-President, Academic

Responsible Office

Office of Research Services

This policy conforms to the Canadian Council on Animal Care policies, guidelines and associated documents. The AREB Terms of Reference supports this policy implementation.

9.0 HISTORY

Relevant Dates

Approved: **25.04.14**

Effective: **25.04.14**

Next Review: **30.04**

Modification History

- 04.06.17:** New policy approved by Board Motion 01-6-17-2003/4.
- 10.03.10:** Revisions approved as recommended by Academic Policies Committee, and approved 10.03.09 by Academic Governance Council Motion AGC-12-03-09-2010.
- 10.12.21:** Related policy numbers updated to reflect changes to E Policy Taxonomy.
- 11.11.16:** Revisions approved as recommended by Academic Policies Committee, and approved by Academic Governance Council Motion AGC-15-11-15-2011.
- 14.10.28:** Amended as recommended by Academic Policies Committee, and approved by Academic Governance Council motion AGC-03-10-28-2014.
- 14.10.28:** Updates to reflect current policy names and numbers, references to retired policies, and Related Policy listings.
- 19.10.24:** Comprehensive review of policy resulting in minor revisions to reporting structure to reflect changes in leadership roles. Approved by Policy Sponsor October 24, 2019.
- 22.08.25:** Comprehensive review of policy resulting in a minor revision to section 7.0 to update a related policy name. Approved by Policy Sponsor.
- 25.04.14:** Comprehensive review of policy resulting in minor revisions to update and clarify terminology and names. Approved by Policy Sponsor.