

University of Colorado at Boulder
Office of Research Integrity
Institutional Animal Care and Use Committee
SOP # 27
Title: IACUC Membership

I. PURPOSE

To describe the composition of the IACUC.

II. DEFINITIONS

- A. Institutional Official (IO): the individual who bears ultimate responsibility for the animal care and use program (Guide, p. 12), and who appoints the members of the IACUC. For CU-Boulder, the IO is the Vice Chancellor for Research.
- B. Ex officio: one who is a member of the committee because of their position; may or may not have voting privileges

III. PROCEDURES

- A. The IACUC shall consist of at least 9 voting members, appointed by the Institutional Official (IO). The IO shall also appoint a Chair and (optionally) a Vice Chair for the committee. The following are ex-officio members of the IACUC:
 - i. The Attending Veterinarian
 - ii. At least one representative from the Occupational Health and Safety Program
 - iii. A representative from the Institutional Biosafety program
 - iv. The Office of Animal Resources Operations Manager
 - v. The IACUC Administrator (non-voting)
 - vi. The Director of the Office of Research Integrity, or designee (non-voting)
- B. In accordance with the *Guide*, voting members of the IACUC must include:
 - i. A Doctor of Veterinary Medicine with certification or training in laboratory animal science
 - ii. At least three practicing scientists or lab personnel
 - iii. At least one member with a non-scientific background (drawn from inside or outside the institution)
 - iv. At least one public member to represent general community interests. Public members should not be laboratory animal users, affiliated in any way with the institution, or members of the immediate family of a person who is affiliated with the institution.

No more than three voting members may be associated with a single administrative unit

- C. The chair of the committee is appointed by the Institutional Official. Although a voting member, the chair does not offer or second motions.

- D. Alternate members may be appointed to serve when primary members are unable to attend a meeting or vote on designated member reviews. Only one of the two (primary and alternate) members may vote on any IACUC business, and if both should attend the same meeting, only one can vote at that meeting.
- E. Terms of appointments.
- i. Members (other than ex officio members) are appointed for three year terms. Members may be re-appointed for a maximum of three consecutive terms (nine consecutive years). Individuals who have completed 9 years are eligible to be-reappointed after an interval of one year. An exception is that members who have completed a full term may be appointed as chair. Other exceptions to this rule are at the discretion of the IO.
 - ii. The chair is appointed for a four year term. Chairs may be re-appointed for a maximum of two consecutive terms (eight consecutive years), and are eligible for re-appointment after a break in service of at least two years. Chairs can be reappointed as regular voting members as listed above.
 - iii. Inappropriate conduct or lack of attendance or participation in IACUC activities shall constitute sufficient reason to remove a member from the IACUC. Members who cannot regularly attend two-thirds of the meetings held annually may be replaced.