December 19, 2008
Volume 12

**Holiday Greetings from RICRO**

This year has been a busy and interesting year for the staff in the Research Integrity & Compliance Review Office. Among our many activities, we have traveled far and wide for professional development, and are working at top speed to prepare the office for the transition to a paperless IRB and IACUC with eProtocol.

In line with our efforts to go to paperless IRB and IACUC systems, we are also “going green” in other ways. We have devised a “green plan” in which we will significantly reduce the amount of paper we use, and offset the amount we do use by purchasing trees through American Forests, a non-profit organization that works to restore America’s forests.

In addition to our work to improve the business processes by going electronic, RICRO has also sought to help meet larger needs in the Fort Collins community. Continuing a tradition started last year, RICRO participated in the Adopt-A-Family program that is organized by more than a dozen local congregations in order to help provide a happy holidays for families in need in the Fort Collins community. Our office adopted a family for Christmas. And, being aware of the increasing level of need around Larimer County, we are adding another component to our giving spirit and taking up a collection to benefit the Food Bank of Larimer County. Thanks to those of you who have joined us in this giving.

We would like to thank you all for your kind words, encouragement when we need it, and your efforts to help us move to the electronic systems. Through all the ups and downs of the year, we have felt fortunate we are a part of the CSU research community.

Wishing you all a Happy Holiday Season!!
RICRO Staff

**Effective Communication about Animal Care and Use at CSU—Terry Engle, IACUC Chair**

The IACUC believes that the best way to ensure that the dual ends of facilitating good science and quality teaching, as well as ensuring high-quality animal care and use can best be achieved through good communication. Effective communication between investigators and the IACUC as well as investigators and their laboratory staff and animal care staff are essential. The protocol must clearly and concisely provide a justification for the use of animals and describe the procedures to be conducted. The IACUC must provide feedback to investigators regarding protocols, including sufficient information to allow investigators to address any potential IACUC concerns about a proposed project, or IACUC conditions of approval. Laboratory and animal care staff must have the unfettered ability communicate concerns about animal welfare, and the IACUC, University Veterinarian (UV), University Bioethicist, and Director of

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**Thank you Chris Myrick**

Dr. Chris Myrick (Associate Professor, Fisheries, Conservation, and Wildlife Biology) has accepted the role of associate chair of the IACUC. In this important role, Dr. Myrick steps in to fulfill the chair’s duties whenever the chair is unable to do so.

Many thanks to Chris for ably serving CSU’s animal care and use program in this capacity.

Editor: Evelyn Swiss
Assistant Editor: Bill Moseley
search Integrity and Compliance Review (RICRO) must ensure anonymity for those reporting concerns who wish to remain anonymous while also efficaciously resolving concerns. In light of this all-encompassing need for effective communication, the IACUC encourages investigators to communicate their questions and concerns with the committee. To this end, the two IACUC coordinators* and I are available to assist you with animal care and use questions, and the RICRO IACUC website (http://web.research.colostate.edu/ricro/acuc/acuc.aspx) provides valuable information, including protocol forms, IACUC policies, and links to other important websites regarding animal care and use.

The IACUC is preparing to leverage technology in an attempt to facilitate even better communication regarding protocols (new applications, continuations, and amendments). Following closely on the heels of the IRB, the IACUC is in the process of updating the protocol review and submission process to utilize the power of the internet. The electronic submission and review process allowed by use of an online platform will allow for more efficient and consistent review as well as increased data gathering and reporting necessary to meet the increasingly complex federal regulatory burden regarding the use of animals in research. We do not have a defined schedule to roll out the new system, but we are working with a commercial firm to get a system that fits CSU’s needs, and we expect to implement it in the coming year. We encourage phone calls or e-mails whenever you have questions about protocol development, need clarification on a review, or for any other reason.

*Laura Martin (491-0236; laura.martin@colostate.edu) and Bill Moseley (491-8060; bill.moseley@colostate.edu).

Introducing...eProtocol!

After a year of intense effort on the part of the IRB, RICRO staff, the eProtocol team, and faculty across campus, RICRO is pleased to announce that eProtocol, our new online protocol submission-and-review system has just gone live! We are testing the system by processing the December continuations and a few new protocols on the system this month, but in January we will open the system up to the human research community campus-wide. We hope to have the system bugs worked out by that time, but please be patient with our new system. We think that once you log into eProtocol and give it a test drive, you will enjoy having your protocol, associated files and approval letter available to you at any time. eProtocol training will be taking place frequently over the next year. Our first training sessions will be: Monday, January 12, 2009 @ 10:00 a.m.; Thursday, January 22, 2009 @ 11:00 a.m. (both in room #340 General Services Building). To register for these eProtocol training sessions, link to: http://www.vivo.colostate.edu/hrc/hrctraining.php.

In addition to these training sessions, RICRO’s IRB Coordinators will be scheduling departmental visits for training opportunities in your department. Please note that starting in February, we will no longer accept the H-100 form for new protocols.

Please feel free to contact Evelyn Swiss, the RICRO eProtocol Lead Coordinator at 491-1381 or evelyn.swiss@research.colostate.edu with any questions regarding the system and its roll-out.
IBC Congratulates Dr. Claudia Gentry-Weeks

Congratulations to Dr. Claudia Gentry-Weeks, Associate Biosafety Officer and MIP faculty member, for becoming a certified Registrant of The National Registry of Microbiologists (NRM) in the area of Biological Safety Microbiology. To become certified, candidates must first meet rigorous educational and experiential eligibility requirements and then pass a comprehensive written examination. Dr. Gentry-Weeks passed the exam in October and is now eligible to apply to the American Biological Safety Association (ABSA) for the designation of Certified Biological Safety Professional (CBSP). Way to go Claudia!!!

The University Veterinarian Presents: Rodent Necropsy Workshop

The University Veterinarian will be hosting a Rodent Necropsy Workshop on January 7th from 9:00 to 12:00. This is a hands on workshop. The demonstration will include necropsy of a mouse, a rat and a guinea pig. Each individual will have the opportunity to perform a necropsy on a mouse and a rat. There is no charge for this course, however registration will be limited to 10 participants, and pre-registration is required. Contact Denise Ostmeyer to register or for more information at 491-7184 or denise.ostmeyer@colostate.edu.

Schedule of Upcoming Events – January-February, 2009

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>Wednesday, January 7:</td>
<td>IBC Deadline (Noon)</td>
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<td>Thursday, January 8:</td>
<td>IRB Deadline (Noon)</td>
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<td>Monday, January 12:</td>
<td>eProtocol IRB Training, 10:00 a.m., 340 General Services</td>
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<tr>
<td>Tuesday, January 13:</td>
<td>IACUC Deadline (Noon)</td>
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<td>Wednesday, January 14:</td>
<td>IBC Meeting</td>
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<td>Thursday, January 15:</td>
<td>IRB Meeting</td>
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<td>Tuesday, January 20:</td>
<td>IACUC Meeting</td>
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<tr>
<td>Thursday, January 22:</td>
<td>Human Subjects Protection Training (IRB) 9:00-11:00; eProtocol Training, 11:00 a.m.-12:00 p.m. 340 General Services</td>
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<td>Wednesday, February 4:</td>
<td>IBC Deadline</td>
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<td>Tuesday, February 10:</td>
<td>IACUC Deadline</td>
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<td>Wednesday, February 11:</td>
<td>IBC Meeting</td>
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<td>Thursday, February 12:</td>
<td>IRB Deadline</td>
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<td>Tuesday, February 17:</td>
<td>IACUC Meeting</td>
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<td>Thursday, February 19:</td>
<td>IRB Meeting</td>
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IACUC News:

AAALAC Site Visit

The IACUC would like to thank everyone who participated in the Association for the Assessment and Accreditation of Laboratory Animal Care (AAALAC) accreditation site visit. The visitors who were here December 8 and 9 toured the campus animal program facilities, including PI laboratories. The official report from their site visit will be provided to the university in late February or March.

We would like thank everyone who showed the site visitors the animal housing and laboratory space and answered their questions. We apologize to those of you who waited around your laboratories for the site visitors to come, but never showed up; the site visit team is provided a schedule when they arrive on campus, but they have the freedom to adjust that schedule as they see fit.

IACUC Policy on Expired Drugs:
New Institutional/IACUC Policy Approved

Ever question if materials can be used past their labeled expiration date? Although generally drugs and reagents should not be used beyond their expiration date, their use, and that of non-pharmaceutical supplies, may be acceptable as outlined in the new CSU Policy on use of Expired Materials in Research/Testing/Teaching Animals.

Congratulations Evelyn...Our Very Own AP Star!

RICRO’s very own Evelyn Swiss was recognized as a 2008 AP Star. AP Stars is a recognition program sponsored by the Administrative Professional Council. Those recognized with this award are CSU administrative professionals who "shine" because of their contributions to other administrative professionals. They must be nominated by their colleagues for exemplary service. As anyone who has ever worked with Evelyn knows, she is truly deserving of this honor.

If you see her, please congratulate her for achievement; it is truly a sign of her dedication to CSU. Evelyn will be officially recognized at the Administrative Professional Constituent Luncheon, scheduled for Feb. 12, 2009.