Welcome to the 2012-2013 academic year! The temperatures may seem like summer is still here, but certainly the winds of change are blowing, and we are looking forward to another beautiful Colorado autumn.

With Elaine back from maternity leave and new work-study students in place, we are pleased that the RICRO office is once again fully staffed and ready to work with you to facilitate your research endeavors. All committees have experienced an increase in protocol submission in line with increased grant submissions and awards, and we continue to work on ways to streamline the review process.

The RICRO coordinators welcome your questions at any stage of your protocol creation process, and are happy to give you updates on where your protocol is in the review process; feel free to call or email the coordinators with questions anytime.

Wishing you all a great academic year ahead!

Best wishes, RICRO Staff

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Cans Around the Oval Reminder!!!
Event Date: October 17, 2012
Help CSU & our division end hunger in Larimer Country!
Last year, our division collected 1,399 lbs. of food & $3,056.95. Our goal is to meet or beat last year’s total.
Contact Marty Welsch for more information: 491-4036

What’s in a Number? James Owiny, BVM, Ph.D.
University Veterinarian
Some time ago, an investigator asked me, “Why do we have to give out so many versions of numbers of animals used? Couldn’t we just do it once a year and forget it?” I asked him how much time he had. Being a very busy individual and burdened with all the duties an investigator has to attend to, he could only spare a minute or two. I was able to give him the 10,000 meter version. As I reflected on the question, I thought it might be useful to elaborate on my response to the RICRO Report readership. I will come down to about 1,000 meters rather than trying to go into the weeds. However, before I do so let me frame the conversation. I will focus on numbers used for research and teaching that we are required to report either by federal law, federal policy or accreditation standards that apply to activities approved by the Institutional Animal Care and Use Committee (IACUC). This means I am excluding any internal reports or reports that may be associated with funding agency-specific requirements, financial and other issues.

Okay, this is beginning to sound very legalistic, and yes the laws are the basis. Where does that leave us? In effect, it means that we have to report animal numbers annually to the United States Department of Agriculture (USDA), Animal and Plant Health Inspections Service (APHIS), Animal Care unit; the United States Department of Health and Human Services (HHS), Public Health Service (PHS), National Institutes of Health (NIH), Office of Laboratory Animal Welfare (OLAW); and the Association for Assessment and Accreditation of Laboratory Animal Care International (AAALAC).

Who collects animal numbers and for what purposes at Colorado State University? For IACUC-related activities, two offices collect or track animal numbers. The purpose for gathering this information for each office is related but is not the same. The Research Integrity and Compliance Review Office (RICRO) collects animal-use information as it pertains to the IACUC review and approval of...
animal use protocols. This is performed when investigators submit the information in the IACUC protocol form either for new protocols, amendments, or annual reviews. The second entity which is the focus of this document is the University Veterinarian who collects numbers of animals used for research or teaching for reporting to external oversight agencies: USDA, PHS and AAALAC. A third group that tracks animal numbers is Laboratory Animal Resources (LAR); this tracking is for internal purposes and from the investigator perspective entails the least amount of work: turning in the cage cards.

Why can’t you just use the information collected by RICRO? We do use information from RICRO and especially from LAR to a large extent. The reason we collect additional information is that we have gaps in the system. First and foremost is that the reporting period corresponds to the federal fiscal year which begins October 1 and ends September 30. Our usage information has to coincide with this time frame. RICRO collects information related to protocol approval periods which do not coincide with the federal fiscal year given that protocols are approved throughout the year. Approving protocols to correspond to that time frame would be illogical, a logistical nightmare, and would stifle research and innovation—the complete opposite of what we want to achieve.

What information does the University Veterinarian collect and why? We collect numbers of animals used in the federal fiscal year. The animals are restricted to those owned by Colorado State University, or those who spend a significant part of their life here; and the animals must be part of the University’s AAALAC-accredited program. This means that if you work with client-owned animals in a clinician-client relationship we will not ask you for any animal count data (note: you will still need to provide that information to RICRO); if your animals are cared for by LAR, we will not ask you for information; if you are in a non-accredited unit we will not typically ask you to provide data (you still need to provide information to RICRO). Because the different oversight agencies ask for slightly different information we collect usage information in slightly different ways.

**USDA.** Animal Care uses the *Animal Welfare Act Regulations* as the basis for gathering animal usage data for regulated species. What is a regulated species? It may be easier to understand what is regulated by knowing what species are NOT regulated: purpose bred mice of the genus Mus, rats of the genus Rattus and birds; animals used for food and fiber (production); and horses under certain circumstances. Regulated species are reported in columns B, C, D and E of USDA form 7023.

- B is for breeding animals only or those held but not used.
- C is for animals used in procedures that involve no pain or distress.
- D is for animals whose potential pain and/or distress is relieved by medication.
- E is for animals in which pain and/or distress cannot be relieved for scientific reasons. (This must be specifically justified in the protocol and approved by the IACUC.)

The regulations cover both dead and live animals.

**OLAW** uses the *Public Health Service Policy for the Humane Care and Use of Laboratory Animals* as the basis for collecting animal usage. This policy covers live vertebrate animals; and applies to PHS-sponsored or supported activities. Typically this information is reported every four years at the time of renewing our “Assurance” with OLAW. At that time we describe our animal facilities and “average daily census” of each facility based on the previous 12 months census. We will begin generating this data sometime next year for writing our new assurance.
AAALAC uses the *Guide for the Care and Use of Laboratory Animals* as its primary standard supported by federal laws, regulations and policies. Animal usage data from the accredited units is collected at the same time as we collect data for the USDA annual reports. Information is collected on regulated and non-regulated species i.e., all vertebrate animals. Every third year we collect additional information to be included in a Program Description which must be submitted to AAALAC to renew our accreditation. We will next collect this extra information in 2014.

How is the information gathered? My office has worked hard with individual units to identify a person responsible for providing accurate data in the correct format. After several years, we have settled on a format and mechanism that is fairly straightforward: an excel spreadsheet (updated monthly) from which we can extract the appropriate data. The data collected allows us to meet the three different requirements and takes into account the specific situations of each unit. I am very grateful to those dedicated individuals who work with us to meet these broader goals.

The next time you get a request from my office about numbers, I sincerely hope you will appreciate the need to keep the Colorado State University Animal Care Program moving forward and support the excellent research and teaching we do at this great university. As always if you have any questions feel free to call me, drop a line, or drop by my office for some dialogue. I am always happy to call on you as well.

James Owiny

491-7184

OVPR Leaders Receive Awards of Distinction

Congratulations to RICRO’s Director, Kathy Partin, Ph.D., and Kathi Delehoy, Senior Associate Vice President for Research Administration, recipients of the 2011-2012 Oliver P. Pennock Distinguished Service Award this past April. This award honors faculty or APs who have “demonstrated outstanding achievement in the exercise of the individual’s responsibilities to the University” over at least a five-year period. Thank you both from all of us in the OVPR Division for your tireless efforts in the pursuit of excellence.

Congratulations also to IRB Chair and Professor in the Department of Health and Exercise, Matt Hickey, Ph.D., who was named a Colorado State University Distinguished Teaching Scholar “in recognition of his exceptional teaching skills, his ability to make connections with students as a mentor and his leadership in ethics in research and teaching at the university.”

See: http://www.today.colostate.edu/story.aspx?id=7176
**IACUC Policies Update — Animal Facility Manager Responsibilities**

All Animal Users should be aware that the IACUC is hard at work on some policy changes. There is a new IACUC Policy entitled “Animal Facility Manager Responsibilities Policy.” If you are a manager of a facility that houses animals for use in research or teaching, you should take a look at this policy which outlines your responsibilities. All IACUC policies are available on RICRO’s [IAUC Policies webpage](#). Look for additional policies and guidelines and revisions of existing ones in the coming weeks.

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**Welcome Back, Elaine!**

We are happy to report that Elaine Kim, Assistant IACUC Coordinator, has recently returned after spending a few months home with her delightful little baby daughter, Vera. Welcome back, Elaine! We missed you! A big Thank You to Denise Ostmeyer for assisting RICRO with some of Elaine’s duties while she was home on maternity leave.

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**Bill Moseley—New RICRO Assistant Director**

The Assistant Director position at RICRO is a rotating position that is designed to provide that individual the opportunity for professional development and personal growth at a time of increased responsibilities while also serving as the backup for Kathy Partin, Director of RICRO. The Assistant Director for the past three years has been Janell Barker. Bill Moseley, Senior IACUC Coordinator has been named the new Assistant Director at RICRO. Congratulations Bill in assuming these new duties, and many thanks to Janell Barker for her outstanding service and contributions.

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**Congratulations are in order!**

Congratulations to Evelyn Swiss, one of our RICRO IRB coordinators, for successfully passing the Certified IRB Professional (CIP) exam this past spring. According to the Public Responsibility in Medicine and Research (PRIM&R), “this credential was developed to promote ethical research practices and programs by ensuring that those charged with their administration have demonstrated an advanced level of knowledge, understanding, and experience.” ([http://www.primr.org/Certification.aspx?id=206](http://www.primr.org/Certification.aspx?id=206)). Along with Evelyn, one of our own IRB members, Tammy Felton-Noyle also passed the exam to renew her certification. Congratulations, Evelyn and Tammy, and thank you for helping CSU and RICRO to shine!

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Nominations are now being solicited for the quarterly “Bright Spot” award. Please submit your nomination by **Friday, October 26, 2012**. Awardees will be recognized at a special Vice President for Research luncheon in November.

Please tour the Vice President for Research Organizational Development, Learning and Assessment ([ODLA](#)) website for information on past awardees, eligibility requirements and to submit your nominations!
New IBC Advisory Committee Helps Facilitate Communication

The IBC Advisory Committee was recently established to enhance communication between biosafety officers and investigators with programs that use BSL3 or ABSL3 laboratories. The Committee is composed of investigators who have worked in and managed programs in BSL3 facilities for many years; collectively, they bring to bear a large and diverse body of expertise in biosafety. Use of BSL3 facilities on campus entails a number of critical tasks, foremost among them assuring the safety of personnel and compliance with numerous federal regulations. Committee members and Biosafety Office personnel have met several times to discuss the most efficient means for personnel training and the personal protective equipment to be required for work in our diverse BSL3 environments. These discussions have led to a number of implemented and pending changes, such as provision of basic training modules not only for novices but shortened training for individuals with documented prior experience working in BSL3 laboratories and a new online system that allows PIs to inform the Biosafety Office trainers what type of training a given individual should be given. Another concept that has been adopted is to relieve the Biosafety Office of certifying an individual as being capable of working independently in the BSL3 lab and putting that responsibility on the PIs and their delegates.

Frequent review of policies and procedures is always a good thing, and the expanded lines of communication experienced through this committee will ultimately make our BSL3 laboratories more safe and efficient.

For more information about these implemented and proposed changes, please feel free to contact Christine Johnson, RICRO’s IBC Coordinator: 491-8690; Christine.johnson@colostate.edu.

Revision to IACUC Training Requirements

All PIs, Co-PIs, and any personnel who will be working with animals as a part of an protocol are required to take the IACUC’s online training module “Animal Care and Use at Colorado State University.” This module is available online at http://ricro.colostate.edu/IACUC/ACUTraining.htm.

For all new protocol submissions, please also be sure to include a copy of the revised IACUC training record for all PIs and Co-PIs, for and all personnel who will be working with animals. This new form has been in use since February 2012, but if you have not submitted a new protocol since that time, you may not have completed it. The new version of the form is available online at http://ricro.colostate.edu/IACUC/Documents/TrainingRecord_Rev_29FEB2012.doc. This form can be used to fulfill the requirement for documenting training/experience for lab personnel, so maintaining up-to-date copies for all lab staff can help with protocol submissions. The IACUC may ask to see the training documentation for your laboratory staff during the semi-annual inspections, and a binder of the completed training records for your lab staff can be helpful.

For more information about the training record requirements, please feel free to contact RICRO’s IACUC Coordinators, Bill Moseley (491-8060, bill.moseley@colostate.edu) or Elaine Kim (491-0236, elaine.kim@colostate.edu).

IACUC Semi-Annual Inspections

October is the month for the fall semi-annual inspections of animal housing and use facilities at CSU. It is important that the IACUC have access to all animal housing and use areas during the inspections and that the PI or another laboratory staff member knowledgeable about the animal use in each laboratory be available to meet with the IACUC inspections teams as they conduct the inspections. The exact timing of the inspections has not yet been determined. Please look for more information from the IACUC Coordinators regarding the scheduling of these important inspections.
Human Subjects Protection Training Dates, Fall 2012

To meet the requirements of our Federal Wide Assurance, all Principal Investigators (PIs) and Co-PIs on human subjects research protocols must complete some form of human subjects protection training. This training can be either 1. On-campus training, OR 2. Online training from the CITI site. Training must be renewed every three (3) years.

If you would like to register for on-campus training, below are the dates and times for the upcoming training sessions (all held in room #340, General Services Building):

- Monday, September 24, 2012 (1:00-3:00 p.m.)
- Monday, October 29, 2012 (1:00-3:00 p.m.)
- Thursday, November 1, 2012 (9:30-noon)
- Wednesday, December 5, 2012 (9:30-noon)

To register for a training session, link here: [http://tinyurl.com/24lw3gj](http://tinyurl.com/24lw3gj)

For more information about CSU’s Human Subjects Protection Training, contact Jenny Thompson (491-1553).

Consent Form File-Management Tip

If you consent your participants with a documented consent form, the IRB coordinators manually add the required IRB approval date on the consent document when processing the approval. Please remember that it is the expectation of the IRB that researchers will be using the most recently approved documents.

If your consent form has undergone several revisions prior to approval or has been renewed multiple times, you may have several versions of your consent document in the consent section of eProtocol. In order to avoid confusion and to be sure that you are using the most recently reviewed and approved consent document, take a look at the consent section at each continuing review submission. If there are numerous files that are no longer valid, please remove those files.

If you have technical questions regarding the eProtocol online system, please feel free to contact the IRB Coordinators: Evelyn (491-1381) or Janell (491-1655).

Take a Second Look at the Exempt Criteria!

The IRB frequently receives submissions via eProtocol that would qualify for exempt review (review outside of the eProtocol system). Next time you are developing a low-risk study (especially if the data collected will be anonymous), take a closer look at the exempt-review criteria to see if perhaps your study could be reviewed via this route.

There are 6 main exempt review criteria:

1. Research done in established or commonly accepted education settings involving educational practices/educational strategies.
2. Anonymous data collection involving educational tests, surveys, interviews, observation of public behavior.
3. Educational tests, surveys, interviews, observation of public behavior with participants who are public officials.
4. Collection or study of existing data/specimens if a. publicly available, or b. recorded so the data cannot be linked to individuals.
5. Research and demonstration projects that are approved by agency head to examine benefit programs.
6. Taste/Food studies to study quality of wholesome food without additives or with ingredients found to be safe by USDA/FDA.

Studies that meet the exempt review criteria should be submitted to the IRB using the Exempt Word Doc. (i.e., NOT via eProtocol). For more information regarding the exempt criteria & the Exempt form (a Word document), go to: [http://ricro.colostate.edu/IRB/forms.htm](http://ricro.colostate.edu/IRB/forms.htm)
Save the Date!

**Communicating Your Science, Fall 2012 Event— The Performing Art of Science Presentation**

Date: Monday, October 29, 2012

Time: 9:00 a.m. - 4:30 p.m.

Location: Prospect Hilton, Fort Collins

This workshop will provide participants with tools used in the performing arts that can be translated to public speaking. In particular, participants will learn how to interact with their audience in order to effectively communicate their work in an oral presentation.

“The Performing Art of Science Presentation,” workshop features Nancy Houfek from Harvard University. Nancy is the Head of Voice and Speech for the American Repertory Theatre at Harvard University. Nancy has presented workshops using theatre and leadership techniques for the Harvard Medical School, the Kennedy School of Government, the Harvard School of Public Health, as well as science and engineering professional societies including the American Physical Society and the American Chemical Society.

“The Performing Art of Science Presentation” will be held at the Prospect Hilton, Fort Collins, on Monday, October 29, 2012. The day will consist of a 2-hour introduction delivered by Nancy Houfek and will include breakout sessions throughout the day for more individualized coaching.

To register, link to: [RICRO.COLOSTATE.EDU/EVENTS.HTM](http://RICRO.COLOSTATE.EDU/EVENTS.HTM)

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**Schedule of Events**

**September—December, 2012**

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<tr>
<th>September</th>
<th>October</th>
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<tbody>
<tr>
<td>3 University CLOSED</td>
<td>3 IBC Deadline 12:00pm</td>
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<tr>
<td>5 IBC Deadline 12:00pm</td>
<td>9 IACUC Deadline 12:00pm</td>
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<tr>
<td>11 IACUC Deadline 12:00pm</td>
<td>10 IBC Meeting</td>
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<tr>
<td>12 IBC Meeting</td>
<td>11 IRB Deadline 5:00pm</td>
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<tr>
<td>13 IRB Deadline 5:00pm</td>
<td>18 IRB Meeting</td>
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<td>20 IRB Meeting</td>
<td>23 IACUC Meeting (at Ram's Horn)</td>
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<tr>
<td>24 IRB Training (1-3pm)</td>
<td>29 IRB Training (1-3pm)</td>
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<tr>
<td>25 IACUC Meeting</td>
<td>29 Communicating Your Science event</td>
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<th>November</th>
<th>December</th>
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<tr>
<td>1 IRB Training (9:30-12pm)</td>
<td>5 IRB Training (9:30-12pm)</td>
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<tr>
<td>6 Election Day - VOTE!</td>
<td>5 IBC Deadline 12:00pm</td>
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<td>7 IBC Deadline</td>
<td>11 IACUC Deadline 12:00pm</td>
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<tr>
<td>8 IRB Deadline 5:00pm</td>
<td>12 IBC Meeting</td>
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<tr>
<td>13 IACUC Deadline 12:00pm</td>
<td>13 IRB Deadline</td>
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<td>14 IBC Meeting</td>
<td>18 IACUC Meeting</td>
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<tr>
<td>15 IRB Meeting (Primrose)</td>
<td>24-26 University CLOSED</td>
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<tr>
<td>22-23 University CLOSED</td>
<td><em>No IRB Meeting</em></td>
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<tr>
<td>27 IACUC Meeting</td>
<td>Protocols reviewed 1/10/2013 Mtg</td>
</tr>
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CANS AROUND THE OVAL COLLECTION DEADLINE: October 17, 2012
Let everyone know the important work you do with our Research shirts!

Available in three color choices and two shirt styles!

As you know, we belong to a unique division whose branding is summed up by the tag "Local Discovery...Global Impact." That is why we have begun an effort to incorporate this unique branding that draws all of us together as a united group and continues to promote our reputation as a world-class research University. The shirt campaign supports the Organizational Excellence Fund which promotes learning, professional development and employee recognition for all research employees.

To order your shirt, go to
https://advancing.colostate.edu/ODLACampaIGN

Link to: https://advancing.colostate.edu/ODLACampaIGN
The Performing Art of

SCIENCE PRESENTATION

"Learn how to connect with your audience and have presence on stage through techniques taught by Harvard drama Professor, Nancy Houfek!"

REGISTER TODAY!
IT'S FREE!

Monday October 29th, 2012

Presenting: Nancy Houfek, Professor in the Harvard Theater Department
9:00-11:00am Overview/Demo Session, Houfek
11:15am-Noon Coaching Session 1
Noon-1:30pm Lunch
1:30-2:15pm Coaching Sessions 2 and 3
2:30-3:15pm Coaching Session 4, Zwick-Tapley
3:30-4:30pm Overview/Demo Session, Houfek

REGISTER AT
RICRO.COLOSTATE.EDU/EVENTS.HTM

ALL LEVELS INVITED

Register at: RICRO.COLOSTATE.EDU/EVENTS.HTM