

Revised March 2013
(Approved by the CAC March 22 2013)

**COMPOSITION AND TERMS OF REFERENCE
FOR THE
COMMITTEE ON ANIMAL CARE (CAC)**

1. Composition

The committee shall consist of:

- a) the Associate Vice-President (Research), jointly representing the Vice-President (Academic) and Provost and the Vice-President (Research & International), *ex officio*, Chair;
- b) the Dean of Agricultural and Food Sciences, *ex officio*, or designate;
- c) the Dean of Arts, *ex officio*, or designate;
- d) the Dean of Graduate Studies, *ex officio*, or designate;
- e) the Dean of Medicine, *ex officio*, or designate;
- f) the Dean of Science, *ex officio*, or designate;
- g) the Chairs (2) of the Animal Care Committees (ACC), *ex officio*;
- h) the Chair of the Education Committee (EC), *ex officio*;
- i) the Director, Animal Care and Use Program, *ex officio*;
- j) the Executive Director, St. Boniface General Hospital Research Centre; *ex officio*, or designate;
- k) one representative of the community, recommended by the Associate Vice-President (Research) for approval by the committee and then forwarded to the Senate Committee on University Research (SCUR) as information, normally for a two-year term;
- l) six (6) members recommended by the Associate Vice-President (Research) for approval by the committee and then forwarded to the SCUR as information as follows:
 - i) one (1) graduate student preferably involved in animal based research;
 - ii) three (3) faculty members experienced in animal research, care and use, at least one from each of the Fort Garry and Bannatyne Campuses; and
 - iii) one (1) faculty member who does not use animals in research, teaching, or testing .

The term of office for faculty members shall be for three (3) years and for students two (2) years.

2. Terms of Reference

The CAC:

- a) provides advice and recommendations to the SCUR and the university administration regarding the university's animal care and use program.

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- b. defines the composition and detailed terms of reference of its various sub-committees, which include: the Animal Care Committees (ACC) (2), the E Category of Invasiveness Committee (ECOIC), the Education Committee (EC) and the Infrastructure Planning Committee (IPC), and for monitoring their overall effectiveness.
- c. maintains and monitors a University-wide animal protocol management and review system;
- d. provides for an appeal mechanism in the event that the assessment of a protocol is challenged;
- e. ensures that an annual inspection of University animal laboratory, service and housing facilities is made and reports to SCUR on the condition thereof, and reports to SCUR at such other times as may be necessary or appropriate;
- f. establishes, appoints and monitors sub-committees as are deemed necessary to carry out the business of the CAC;
- g. receives and considers reports from any other bodies concerning animal care and use in research, teaching, or testing activities at the University, and reports thereon to SCUR with comments and/or recommendations as appropriate;
- h. prepares an annual report on its activities for review and consideration by SCUR; and
- i. facilitates the implementation of long term plans for maintenance, upgrades and replacement of animal facilities.