

Animal Use Guidelines

1. The student must receive ARC approval prior to receiving research animals. The only exception to this is when project animals are ordered in or bred specifically for a project. The student is then expected to take over the care of their animals as soon as they arrive on campus.
2. Training in the care and handling of your research animals with the Animal Technicians, either in small groups or on an individual basis, must be completed before you begin working with your animals. Training includes proper procedure for feeding, cleaning, and handling/restraining the animals as well as the upkeep of the facilities. Additionally, students are responsible for notifying the Technician when supplies (wood shavings and food) are low before the bins are empty.
3. Fill out Cage Identification Cards *legibly and completely*.
4. Keep a complete and detailed record for each animal you work with.

5. Check your animals daily!

6. If you need to leave campus during the time when you are working with your animals, you *must* notify your project advisor and the appropriate technician. It is the student's responsibility to make arrangements for another trained and approved student to care for your animals.
7. Animals are properly housed; do not over crowd the cages. If you are not sure, **ASK!** Proper protocols are explained during your training, but these guidelines are flexible depending on the individual needs and projects.
8. Notify the appropriate technician (Bio: Liz Caskey, Psych/Neuro: Melody Hingl) immediately either in person, by email, or in writing if you notice animals that are not assigned to you in distress. For example, an animal without food/water (that is not labeled for food/water deprivation). After hours, always err on the side of caution and feed the animal or give it water.
9. If you find a dead animal, (either yours or someone else's), fill out the mortality log, bag the carcass, and place it in the freezer. Do not leave a dead animal in any cage!
10. If you have an animal allergy, or develop an allergy to your research animals, take appropriate precautions while completing your project (long sleeves, gloves, and/or mask).
11. If you have a cold or flu, wear a mask and gloves while in the colonies or handling any animals.
12. If the protocol indicates that your research animals at the end of your project are to be euthanized, **YOU** are responsible to perform the procedure, or you must discuss this with your advisor. It is not the responsibility of the Animal Technicians.
13. These guidelines are for ALL animals used for research on this campus. This includes, but is not limited to, fish, crayfish, frogs, lizards, and rodents.

Noise Levels...Keep it quiet in the colony.

Animal Neglect Policy

Biology, Neuroscience and Psychology Departments

Neglect of Animal Care Responsibilities

The Biology, Neuroscience, and Psychology Departments take the care of all research animals seriously. They are living creatures, and as such, must be treated with care and dignity. The use of animals in student research is not a right, but a privilege. Students are responsible for the maintenance and care of their research animals during all stages of their research. Prior to starting a research project, students are required to attend a meeting with the Animal Technician and discuss the appropriate animal husbandry protocol with their research advisor.

In the event that students do not tend to their research animals appropriately, defined below as “neglect”, the Biology, Neuroscience and Psychology Departments will follow this general system of three “strikes” and consequences as necessary:

Strike 1: The first time neglect is discovered, an email will be sent to the student in question, the Animal Research Committee (ARC) Chair, and the research advisor alerting them of the problem.

Strike 2: If the problem is not corrected, or if a new problem arises, a second email to the above parties will be sent, and there will be an automatic one-letter grade penalty for the semester.

Strike 3: Should problems continue after the above warnings, a third email will be sent. In addition, the animals will be taken away, ARC will terminate research approval, and the student will fail for the semester.

The Biology, Neuroscience, and Psychology Departments define “neglect” as being remiss in the care or treatment of research animals, regardless of intention.

Neglect includes, but is not limited to:

- Not feeding or watering animals to the satisfaction of the Biology, Neuroscience, and Psychology Departments
- Not providing clean living spaces for animals, including water or bedding changes
- Allowing animals to become ill or deceased*
- Allowing animals to die*
- Not checking on the health and well-being of the animals
- Not logging feedings, health, etc. in logbooks
- Falsifying records or reports of care

ARC and the Biology, Neuroscience and Psychology Departments reserve the right to intervene and terminate the research at any stage, skipping strikes and proceeding directly to Consequence 3. Decisions to skip strikes or modify the consequences for animal neglect are made on a case-by-case basis, and the outcome is based on the degree of neglect. Students who reach Consequence 3 will not be able to use animals in research for the remainder of their time at Allegheny College.

*unless stated explicitly as an experimental outcome in the approved ARC protocol