ITEMS REFERRED BY SENATE

Contents	Consent Agenda
Revisions to MAPP 7.10: Standardized Training for Animal Care and Use	Yes
Revisions to MAPP 7.12: Policy and Procedures for the Use of Animals in Research and Teaching	Yes
Schulich School of Medicine & Dentistry – Dissolving the Department of the History of Medicine	Yes
Faculty of Arts and Humanities: Dissolving the Program in Writing, Rhetoric and Professional Communications; Renaming the Department of English to Department of English and Writing Studies	Yes
Report of the Academic Colleague	Yes
Academic Administrative Appointments	Yes

FOR APPROVAL

1. Revisions to MAPP 7.10: Standardized Training for Animal Care and Use

Recommended: That changes to the policy on Standardized Training for Animal Care and Use (MAPP 7.10) be approved as set out in **Annex 1**.

Background

The majority of the revisions incorporate non-substantive updates, or provide clarification to accurately reflect current procedures and processes.

Substantive changes:

- The policy was revised to comply with the new MAPP policy protocol, where a policy is separated from its procedure.
- The requirement to update the Animal Care and Use on-line course was removed as it is no longer required under CCAC rules.
- Accountability for animal user training and competence was defined.

2. Revisions to MAPP 7.12: Policy and Procedures for the Use of Animals in Research Testing and Teaching

Recommended: That changes to the Policy and Procedures on Use of Animals in Research, Testing and Teaching (MAPP 7.12) be approved as set out in **Annex 2**.

Background

Some of the revisions incorporate non-substantive updates, or provide clarification to accurately reflect current procedures and processes.

Substantive changes:

- The policy was revised to comply with the new MAPP policy protocol, where a policy is separated from its procedures.
- A reference to Non-Arms-Length-Managed (NALM) Certification was included and clarification regarding animal procurement was added to the policy.

3. **Schulich School of Medicine & Dentistry – Dissolving the Department of the History of Medicine**

Recommended: That the Department of the History of Medicine in the Schulich School of Medicine & Dentistry close effective January 1, 2013.

Background:

The Chair of the Department of the History of Medicine in the Schulich School of Medicine & Dentistry, Dr. Paul Potter, retired in 2009. Dr. Potter had also held the Hannah Chair of History of Medicine since the establishment of the Chair in 1999. Dr. Potter was the only faculty member remaining in the department at the time of his retirement. It has, therefore, been recommended by the Council of the Schulich School of Medicine & Dentistry that the department be closed.

While the department will close, the Hannah Chair will continue and a new holder of the chair has been selected. The Chair has a joint appointment between the Department of History, Faculty of Social Science and Department of Surgery, Schulich School of Medicine & Dentistry. The holder of the Hannah Chair will continue to deliver the history of medicine education to medical students as well as carry out scholarly work.

4. **Faculty of Arts and Humanities: Dissolving the Program in Writing, Rhetoric and Professional Communications; Renaming the Department of English to Department of English and Writing Studies**

Recommended: That effective January 1, 2013, the Program in Writing, Rhetoric and Professional Communications be closed, and;

That the Department of English be renamed the Department of English and Writing Studies.

Background:

The Department of English and the Program in Writing, Rhetoric and Professional Communication have decided to join forces and take advantage of certain natural affinities between their offerings. In particular, the two areas will work together to develop the new Honors Specialization in Creative Writing, and the forthcoming Professional Masters in Communication. The motion was passed at the Faculty of Arts and Humanities Council meeting on October 15, 2012. Official documents, such as the Faculty Constitution related to the naming of these two areas will be amended after Board approval is received.

FOR INFORMATION

5. **Report of the Academic Colleague**

See **Annex 3**.

6. **Academic Administrative Appointments**

Appointments

Schulich School of Medicine & Dentistry

S.P. McKellar, Hannah Chair in the History of Medicine, July 1, 2012 – June 30, 2017

Western

MANUAL OF ADMINISTRATIVE POLICIES and PROCEDURES

POLICY #7.10 – Standardized Training in Animal Care and Use

Policy Category: Research

Subject: Standardized training in animal care and use

Approving Authority: Board of Governors

Responsible Officer: Vice-President (Research)

Responsible Office: Office of the Vice-President (Research)

Related Procedures: Procedures for Standardized Training in Animal Care and Use [web link]

Related University Policies: MAPP 7.12 [http://www.uwo.ca/univsec/mapp/section7/mapp712.pdf]

Effective Date: November 22, 2012

Revised: January 27, 2005, November 29, 2009

I. PURPOSE & SCOPE

This policy applies to all individuals who care for and/or use animals, as defined by the Canadian Council on Animal Care (CCAC), in academic endeavours for research, teaching, and/or testing, or through their employment at the University and its affiliated institutions, herein referred to as "Animal Users," describes the training required by CCAC for such individuals, and assigns responsibility for the oversight of that training.

II. POLICY

1. "Animal Users," are required to complete the following CCAC-mandated animal training:
   - 1.1 *Animal Care and Use* Sakai course;
   - 1.2 Appropriate 'hands-on' workshops and their associated Sakai prerequisites.
2. Evidence that an equivalent course or experience has been obtained elsewhere *may* exempt the Animal User from the requirement outline in paragraph 1, above. Detailed information with respect to potential exemptions is found in the associated procedures for this policy [web link].
3. Documentation that the *Animal Care and Use* Sakai course and applicable workshops have been completed successfully must be confirmed prior to performing procedures on animals.
4. On behalf of the Animal Use Subcommittee (AUS), the Animal Care and Veterinary Services (ACVS) Research Education Team will administer the University's CCAC-mandated training programs.

5. The responsibility for institutional animal user training and competence assurance is shared among ACVS Research Education Team, as well as Principal Investigators and other supervisors, e.g. facility managers. Principal Investigators and supervisors are responsible to oversee all new animal users and ensure demonstrated competence of all individuals working with animals associated with AUS-approved Animal Use Protocols within AUS-approved areas,

6. Competence in animal procedures is defined as meeting the appropriate standards in accordance with all regulatory guidelines.

Procedures for Standardized Training in Animal Care & Use

I Training Program

1. On behalf of the AUS, the ACVS Research Education Team will:

   1.1 Develop appropriate training programs with reference to CCAC requirements;

   1.2 Assess the training requirements of all personnel at the University and its affiliated institutions that have been added to the *Personnel Training Requirements* section within *Animal Use Protocol, Annual Renewal,* and *Protocol Modification* forms, and those associated with animal care and use as employees of the University and its affiliates;

      1.2.1 Where problems of animal care and use occur, the AUS may require further individual training before animal work may resume.

   1.3 Communicate outstanding training requirements and associated processes to individuals and their supervisors (Principal Investigator or Manager);

   1.4. Implement training programs;

   1.5 Document training requirements and history using a training database for all individuals requiring CCAC-mandated training.

2. Non-Compliance Response – Instances of procedural non-compliance will be pursued in accordance with the AUS Post Approval Monitoring Policy.

II Training Exemptions

1. Competency Assessment – Principal Investigators may request a competency assessment for themselves and their research staff in lieu of hands-on workshop completion. Competency assessments are available only to individuals with extensive and demonstrated experience in animal care and use. In lieu of instruction, participants will be asked to demonstrate skills as outlined within their Animal Use Protocols. The AUS Chair and/or the ACVS Director and/or an ACVS Veterinarian and/or arms-length Principal Investigators with recognized expertise may be asked to assist the ACVS Research Education Team in evaluating the Animal User's eligibility for a competency assessment or other training exemption.

2. Training exemptions *may* be considered if writt*en* documentation illustrating equivalent training obtained elsewhere is provided to the ACVS Research Education Team.

   2.1 The AUS has final authority for the granting of training exemptions

3. Individuals exempted through a competency assessment (2.1) will receive a *Certificate of Competence* from the ACVS Research Education Team.

4. The AUS may revoke a *Certificate of Competence* if evidence is presented to the Committee that the individual is no longer competent in a defined procedure or specialty. The individual will be required to take training indicated by the AUS Chair before resuming animal work.

WESTERN

MANUAL OF ADMINISTRATIVE POLICIES and PROCEDURES

POLICY #7.12 – POLICY FOR THE USE OF ANIMALS IN RESEARCH, TESTING AND TEACHING

Policy Category:	Research
Subject:	Use of animals in research, testing and teaching
Approving Authority:	Board of Governors
Responsible Officer(s):	Vice-President (Research)
Responsible Office(s):	Office of the Vice-President (Research)
Related Procedures:	Procedures for the Use of Animals in Research, Testing and Teaching
Related University Policies:	MAPP 7.10 [http://www.uwo.ca/univsec/map/section7/mapp710.pdf]
Effective Date:	November 22, 2012
Revised:	September 28, 2006, November 26, 2009

I. PURPOSE & SCOPE

This policy and its associated procedures apply to all instances of research, testing and teaching involving animals performed at Western, its affiliated hospitals, affiliated university colleges and research institutes, to field research that involves more than simple observation (e.g., trapping, artificial provisioning), and to Principal Investigators or instructors. The policy outlines the responsibilities and accountabilities of university officers and the various committees and subcommittees established in accordance with the regulations of the Canadian Council on Animal Care (CCAC).

Failure to comply with this policy and its associated procedures may prevent approval of *Animal Use Protocols* (AUPs), and may result in the withdrawal of AUP approval by AUS. As warranted by the severity of circumstances, this may also include revoking University approval for research, testing and teaching involving animals, and notification of this decision to Department Chairs, Institute Heads, and appropriate granting and licensing agencies.

II. POLICY

1. The University Council on Animal Care (UCAC), chaired by the Vice-President (Research), is responsible to Senate for all aspects of procurement, maintenance and use of animals as defined by the Canadian Council on Animal Care (CCAC), hereafter referred to as “animals,” in research, testing and teaching. UCAC shall ensure adequate institutional oversight according to the outlined procedures in this document, and as outlined within its *Terms of Reference*.

2. The Vice-President (Research) is the senior administrative officer of the University responsible for the care and use of animals at the University and its affiliated institutions - London Health Sciences Centre/Lawson Health Research Institute, St. Joseph’s Hospital, Robarts Research Institute,

Siebens-Drake Medical Research Institute, Huron University College, Kings University College, Brescia University College, Child and Parent Resource Institute.

3. A subcommittee of the UCAC, the Animal Care Governance Steering Committee (ACGSC) is responsible for reviewing and administering matters on behalf of the UCAC and advising the Animal Use Subcommittee on matters requiring time-sensitive consideration, as outlined within its *Terms of Reference*.

4. A subcommittee of UCAC, the Animal Use Subcommittee (AUS) is responsible to UCAC for ensuring that the care and use of animals associated with the University's research, testing and teaching activities are in compliance with all Federal, Provincial, and University policy statutory requirements, regulations and guidelines, as outlined within the *Terms of Reference* of ACGSC.

5. The Department of Animal Care and Veterinary Services (ACVS), under the leadership of its Director and directly accountable to the Vice-President (Research), serves the University and its affiliated institutions, its associated committees, and the research community, by ensuring animal care and use meets all Federal, Provincial, and University policy statutory requirements, regulations, and guidelines, and by facilitating the research of scientists using CCAC-defined animal models.

6. ACVS Veterinary Services staff, Institutional Compliance Officers, Facility Managers, Animal Care staff, Principal Investigators, and research staff, share responsibility for the ongoing assessment and maintenance of appropriate animal care and welfare.

7. Any Principal Investigator or instructor intending to use animals for research, testing or teaching in association with the University or its affiliates must be a University faculty member or veterinarian or LHSC-Lawson appointed scientist, unless otherwise approved by the AUS.

Council of Ontario Universities
Report to Senate of the Academic Colleague
Kathleen Okruhlik, October 2012

The COU Academic Colleagues met in Toronto on September 28, 2012. (This meeting also served as an orientation event for new members.) There was no meeting of the full Council.

Summer Consultations and Strategic Mandate Agreements: There are reports that Ministry staff were "surprised and impressed" by the amount of innovation already occurring at Ontario universities and some indications that the Minister's appetite for three-year degrees may be waning.

Provincial Finances: Ontario is running a deficit of $13-$15 million and has the seventh-largest sovereign debt in the world. No matter which party is in power over the next several years, things are likely to be pretty tight.

Tuition Framework: The Ministry has not engaged the universities on this issue. COU hopes that people will not focus solely on the "sticker price" but take into account OSAP and other forms of student financial aid when comparing Ontario with other jurisdictions.

Graduate Expansion: The next round of spaces has been allocated, but no further details are available.

Draft Legislation on Compensation: The new legislation imposing a two-year wage freeze will affect those who bargain collectively and those who don't. "Bargaining" will go on, but if the Ministry does not like the result, a settlement will be imposed.

HEQCO Productivity Study: The Higher Education Quality Council of Ontario has been empowered to collect data on faculty productivity. The focus was to be on *teaching* productivity. Four universities have agreed to a pilot study that involves not just teaching but *overall* productivity.

Audit of Teaching Evaluations: This audit conducted by the Auditor General will be coming out in December.

Credit Transfer: Seven Ontario universities have formed a sort of pilot consortium and agreed to a protocol for mutual recognition for one another's first- and second-year courses. (This does not imply *program* credit for such courses.)

COU Needs Your Help: The Council needs more stories (and media releases) that describe teaching innovation and community relations. The Council receives many stories about donors and about research achievements but far too few that describe other aspects of our work. Your stories will help the Council to represent us more effectively in its talks with the provincial government.

COU Updates: These are available to Senators on request. Please ask Marci Oswald.

I will be pleased to answer questions about these and other issues on the floor of Senate.

Council of Ontario Universities
Report to Senate of the Academic Colleague
Kathleen Okruhlik, November 2012

The COU Academic Colleagues met in Toronto October 11-12, 2012. There was a meeting of the full Council on October 12th.

Resignation of the Minister: Glen Murray resigned from cabinet on November 3, 2012 in order to run as a candidate for the leadership of the Ontario Liberal Party. Since this was after the October COU meeting, there was no discussion of what would happen next with respect to the leadership of MTCU (or any impact on issues discussed below).

Stakeholder Responses to Ministry Consultations: Bonnie Patterson, President and CEO of COU, presented a slideshow that summarized and compared stakeholder responses to the recent round of Ministry consultations. The six items immediately below summarize the COU response and compare that response to those from other stakeholders.

Online Education: COU will establish a consortium to leverage existing online courses, expertise, and infrastructure. (This is the model COU prefers to the establishment of a free-standing degree-granting "online university".)

Support for Universities: COU will focus on helping member universities in their efforts to innovate (quickly) in the following areas: learning outcome assessment, experiential learning, credit transfer, and degree supplements.

Best practices: COU will help member universities share best practices in teaching and learning as well as in the area of efficiencies and productivity.

Other Shareholders: These include OPSEU, CUPE, OCUFA, OUSA, CFS-O, and Colleges Ontario. In some areas, there is broad agreement among stakeholders; in other areas, not so much.

Areas of Broad Consensus: COU cites (1) agreement among stakeholders that funding should not be tied to learning outcomes, (2) support for COU's online consortium structure (non-degree granting, built on existing resources), and (3) support for four-year degree structure and its benefits.

Other Areas: COU is concerned about the potential impact of the colleges' pitch to offer three-year degrees (not diplomas) and to use "honors" to describe four-year degree programs. The Council is also worried about the amount of investment required for high-quality stand-alone nursing programs at colleges. And it notes the tension between the rhetorics of "sameness" and "differentiation" that permeate present discussions.

New COU Update: This one is dated November 7th and is available (to Senators only). Please email Marci Oswald if you would like her to send you an electronic copy.

I regret having to miss the November meeting of Senate but will be pleased to answer questions by email: <okruhlik@uwo.ca>.