



UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES

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Animal Research Coordination Committee (ARCC) Charter

Charter-001-2019
February 05, 2019

1. Purpose

- 1.1. As stated in DoD Instruction 3210.1, “Administration and Support of Basic Research by the Department of Defense”, dated October 15, 2018, “It is DoD policy that Basic research is essential to the Department of Defense’s ability to carry out its missions because it is an integral part of the education and training of scientists and engineers critical to meeting future needs of the Nation’s defense workforce”. A guiding principle for implementing this policy is that “Basic research is a long-term activity that requires continuity and stability of support”. Impending capital improvement projects provide a unique opportunity for USU to optimize the physical and managerial infrastructure supporting animal research in the long term. These projects also present unique short term challenges that imperil research support that could have long-lasting consequences on the USU community and result in compromised mission accomplishment. The development of informed recommendations of the structure and organization of the USU animal use program (AUP) and its vivaria (LAM and VSD) to support both present and projected animal-based research is the basis for standing up the Animal Research Coordination Committee (ARCC). The ARCC is chartered to develop and recommend for the USU President and Chief of Staff approaches that:
 - 1.1.1. Respond to short and long term transition plans that maintain currently funded animal research to the extent possible.
 - 1.1.2. Facilitate the unification of AFRRI(VSD)/LAM personnel under a single directorate.
 - 1.1.3. Allocate available resources optimally and efficiently to provide the required support of USU research to ensure mission success and achievement of the goals outlined in the 2017-2021 USU Strategic Framework.
 - 1.1.4. Align with DoD policy stated in DoD Instruction 3210.1, “Administration and Support of Basic Research by the Department of Defense”, dated October 15, 2018.

2. Objectives

- 2.1. Short term
 - 2.1.1. Resolve the number, type and housing of animals with available space during construction.
 - 2.1.2. Preserve research continuity to the extent possible simultaneously with the dynamics of construction schedules.
 - 2.1.3. Mitigate impact of construction on LAM animal research.

- 2.1.4. Develop criteria to regulate prioritization of research projects within the AUP during construction.
- 2.1.5. Maintain continuous timely communications with entire animal research community through all possible venues to include web site, ezine (electronic brochure), dialogues, one on ones and other means as they become available.
- 2.2. Long term
 - 2.2.1. Recommend the configuration and utilization of USU vivaria.
 - 2.2.2. Establish a process for planning for future requirements that reflects and enables the USU research strategy and aligns with DoD Instruction 3210.1.
 - 2.2.3. Establish a single organizational structure for AUP.
 - 2.2.4. Maintain continuous timely communications with entire animal research community through all possible venues to include web site, ezine (electronic brochure), dialogues, one on ones and other means as they become available.

3. Assumptions or Challenges

- 3.1. There are no current plans for necessary and required renovations to LAM, whose infrastructure exceeds projected lifespan for power grid, ventilation, waste disposal.
- 3.2. A temporary structure is not available as a possible solution.
- 3.3. Based on current animal usage and preliminary analysis of the LAM 35% submission, it will not be possible to accommodate all animals in the completed VSD – further details pending completion of report in Spring 2019.
- 3.4. A subset of animals will remain at LAM during and after garage renovation.
- 3.5. Renovation and final configuration for LAM capacity has not been determined.
- 3.6. AFRRI VSD completion will be January/February 2020 with a tentative Summer 2020 move-in date.
- 3.7. Parking garage renovation proximal to LAM will commence in July 2019 for 6 months, completion estimated to be December 2019.
- 3.8. Sound mitigation efforts within LAM will be focused on a localized area to house blast and behavior research efforts. The mitigation for vibration will consist of giving warning to investigators when construction will maximally affect their rodent housing area within LAM.
- 3.9. Enclosure of the breezeway will commence in January 2019 and based on designer analysis, LAM should not be adversely impacted.
- 3.10. The start date for the Canopy Project, which may impact LAM, is uncertain but may occur simultaneously with the garage renovation (July-December 2019).

4. ARCC Structure

- 4.1 Membership
 - 4.1.1 ARCC Chair is AVP TRI (VPR)
 - 4.1.2 Senior Veterinarian
 - 4.1.3 Associate Dean for Research SOM

- 4.1.4 Associate Dean for Research GSN
- 4.1.5 Faculty Senate appointee
- 4.1.6 AFRRI Science Director
- 4.1.7 AVP RIC
- 4.1.8 Engineering representative
- 4.1.9 Graduate student leadership representative
- 4.1.10 Animal Focus Group Representatives
- 4.1.11 Facilities representative
- 4.1.12 Recorder
- 4.2 Responsibilities
 - 4.2.1 Chair, ARCC shall
 - 4.2.1.1 Appoint a vice chair, ARCC,
 - 4.2.1.2 Convene meetings of the ARCC as needed (and no less than monthly) to consider issues/opportunities,
 - 4.2.1.3 Present issues to the ARCC (SME may be identified to present) that require more than routing solutions and are without budgetary considerations,
 - 4.2.1.4 Provide recommendations to the President, USU (COS may elect to present),
 - 4.2.1.4.1 Update the President quarterly or as directed
 - 4.2.1.4.2 Provide an annual summary of activities to the President
 - 4.2.1.5 Provide regular updates to the Chair, Space Committee and seek the committee's input,
 - 4.2.1.6 Identify and invite adjunct membership as needed,
 - 4.2.1.7 Conduct regular dialogue meetings with USU research community,
 - 4.2.1.8 Provide update to Director, LAM for inclusion on website,
 - 4.2.1.9 Appoint ad-hoc working groups (AWG),
 - 4.2.1.9.1 AWGs will inform and recommend solutions to the ARCC, chair.
 - 4.2.2 ARCC membership shall
 - 4.2.2.1 Advise the Chair, ARCC on options for resolving and/or advancing those activities that best inform the President USU for his decision.

5. Authority

- 5.1 The ARCC and affiliated working groups are granted the authority to collect information, identify issues and generate recommendations for ARCC consideration. Once a course of action is recommended to the ARCC Chair, the ARCC Chair may direct further work on the issue or send it to the USU COS or USU President as appropriate.
- 5.2 The ARCC does not have policy making authority; however, it is expected that the efforts and information provided by the ARCC may subsequently contribute to policy directives.
- 5.3 For the purposes of this charter, the term "research" means solely animal based research.
- 5.4 No consideration for advanced preclinical research that does not utilize vertebrate animals is implied or stated to be addressed by the ARCC.

6. Close Out

- 6.1 Close out of the charter and committee activity is coincident with accomplishment of the objectives or presidential decision.

Charter is reviewed and approved:

RW Thomas

Richard W. Thomas, MD, DDS, FACS
President

5 FEB 2019

Date