

IACUC/IBC WINTER BREAK SHUTDOWN INFORMATION 2022

The Office of Research Ethics will implement the partial shutdown during Winter Break again this year and will be closed from December 23, 2022 through January 2, 2023. In preparation for the break, please note the following information:

IACUC (Institutional Animal Care and Use Committee) Review

The full IACUC committee will meet January 4, 2023.

There will be no Designated Member Review (DMR) meeting during the week of December 26, 2022 – December 30, 2022. Investigators who wish to have their protocols reviewed prior to the break must submit applications, via a-tune, by **noon on December 14** for review at the December 21, 2022 DMR meeting.

a-tune submissions received between 12PM on December 14th and noon on December 21st will be scheduled for review at the January 5, 2023, DMR meeting.

Note: Please note that if you have USDA covered animals, you may not meet the above deadlines due to the required veterinary pre-review.

As a reminder, if the annual review date for your protocol has passed before an annual review has been created, the protocol will terminate and you will be required to submit a new application for review and approval before the study can continue.

Investigators may submit IACUC applications through a-tune during the break. Applications received after 12PM on December 21st or during the break will be scheduled for review at the January 12, 2023, DMR meeting.

IACUC email (iacuc@iastate.edu) will be screened once daily on weekdays that do not involve university holidays for matters needing urgent attention.

IBC (Institutional Biosafety Committee) Review

The break does not alter the IBC NIH meeting schedule. However, the deadline for protocol submission is noon on December 22, 2022 for review at the January 10, 2023 NIH IBC meeting. Applications for IBC review may be submitted via a-tune during the break; these applications will be processed for review after ORE reopens on January 3, 2023. These applications will be reviewed at the February NIH IBC meeting.

Any non-NIH applications will be reviewed prior to the IBC NIH meeting on January 10, 2023. The deadline for submission for non-NIH covered activities is noon on December 22, 2022. If there is an adequate number of non-NIH applications ready for review by December 16, 2022, they may be reviewed at an IBC subcommittee meeting on January 3, 2023.

As a reminder, if the annual review date for your protocol has passed before an annual review has been created, the protocol will terminate and you will be required to submit a new application for review and approval before the study can continue.

IBC email (bphc@iastate.edu) will be screened once daily on weekdays that do not involve university holidays for matters needing urgent attention.

If you have an *emergency* situation during this time, please call Sarah Kaatz, ORE Director at 515-294-3115. She will be monitoring voicemail over Winter Break.