

## Northern New Mexico College

### Animal Welfare Assurance for Domestic Institutions

I, Ivan Lopez Hurtado, Ph.D. as named Institutional Official for animal care and use at Northern New Mexico College, provide assurance that this Institution will comply with the Public Health Service ([PHS Policy](#)) on Humane Care and Use of Laboratory Animals (Policy).

#### I. Applicability of Assurance

This Assurance applies whenever this Institution conducts the following activities: all research, research training, experimentation, biological testing, and related activities involving live vertebrate animals supported by the PHS, HHS, NASA and/or NSF. This Assurance covers only those facilities and components listed below.

- A. The following are branches and components over which this Institution has legal authority, included are those that operate under a different name:
  - Espanola Campus, Northern New Mexico College
  - El Rito Campus, Northern New Mexico College

#### II. Institutional Commitment

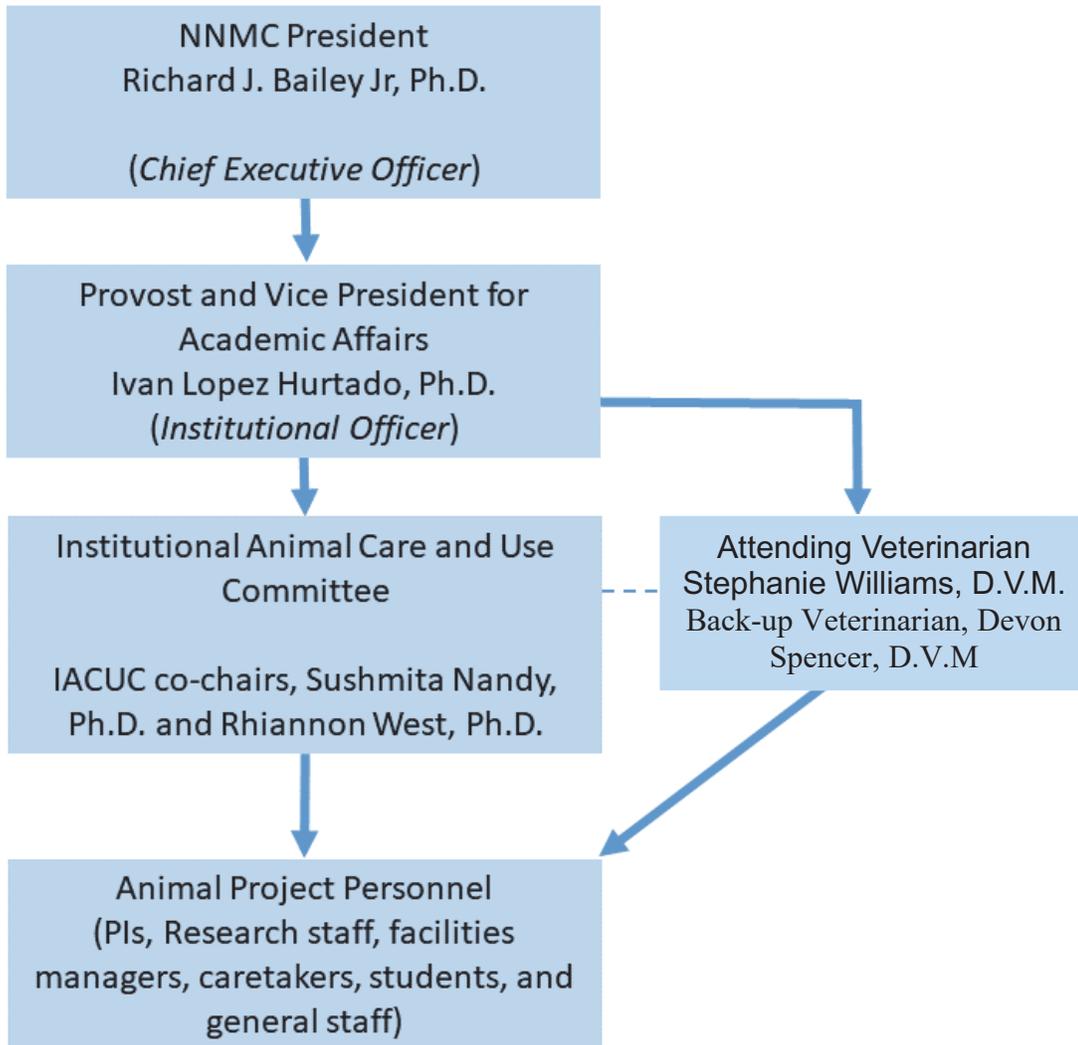
- A. This Institution will comply with all applicable provisions of the [Animal Welfare Act](#) and other Federal statutes and regulations relating to animals.
- B. This Institution is guided by the "[U.S. Government Principles for the Utilization and Care of Vertebrate Animals Used in Testing, Research, and Training](#)."
- C. This Institution acknowledges and accepts responsibility for the care and use of animals involved in activities covered by this Assurance. As partial fulfillment of this responsibility, this Institution will ensure that all individuals involved in the care and use of laboratory animals understand their individual and collective responsibilities for compliance with this Assurance, and other applicable laws and regulations pertaining to animal care and use.

*Recommended Reference:*

- o [Distribution of Assurance within Institution](#)
- D. This Institution has established and will maintain a program for activities involving animals according to the *Guide for the Care and Use of Laboratory Animals* ([Guide](#)).
    - o [Use of the Guide for the Care and Use of Agricultural Animals in Agricultural Research and Teaching](#)
  - E. This Institution agrees to ensure that all performance sites engaged in activities involving live vertebrate animals under consortium (subaward) or subcontract agreements have an Animal Welfare Assurance and that the activities have Institutional Animal Care and Use Committee (IACUC) approval.

### III. Institutional Program for Animal Care and Use

- A. The lines of authority and responsibility for administering the program and ensuring compliance with the PHS Policy are as follows:



- B. The qualifications, authority, and percent of time contributed by the veterinarian(s) who will participate in the program are as follows:

- 1) Name: Stephanie Williams, D.V.M

Qualifications

- Degrees:
  - Doctor of Veterinary Medicine, Colorado State University, 2005
- Training or experience in laboratory animal medicine or in the use of the species at the institution:

Dr. Williams has experience as a veterinarian in private practice since 2005. She has held the position of Attending Veterinarian at the New Mexico Consortium IACUC (Assurance ID: D19-01029) since September of 2019 and Assisting Veterinarian since August of 2018. She received training and experience in research veterinarian care at Colorado State University, College of Veterinary Medicine and Biomedical Sciences while pursuing her doctorate of veterinary medicine from 2001-2005.

Authority: Dr. Stephanie Williams has direct program authority and responsibility for the Institution's animal care and use program, including access to all animals.

Time contributed to the program: Dr. Williams serves as a consulting veterinarian on a retainer to perform biannual animal facility inspections, biannual review of research proposals as needed, and animal care and use oversight and direction as needed.

2) Back-up veterinarian Name: Devon Spencer, D.V.M.  
Qualifications

- Degrees:
  - Doctor of Veterinary Medicine, University of Illinois, College of Veterinary Medicine, 2007
- Training or experience in laboratory animal medicine or in the use of the species at the institution:
  - Dr. Spencer has had direct experience with small animal practices from 2007 on and has current continuing education of Real-Life Real Impact Professional Track (Small Animal) in 2021.

Authority: Dr. Devon Spencer has program authority and responsibility for the Institution's animal care and use program, including access to all animals when Dr. Williams is unavailable.

Time contributed to the program: Dr. Spencer serves as a back-up veterinarian to the attending veterinarian and can perform biannual animal facility inspections, biannual review of research proposals, and animal care and use oversight and direction as needed.

C. The IACUC at this Institution is properly appointed according to PHS Policy IV.A.3.a. and is qualified through the experience and expertise of its members to oversee the Institution's animal care and use program and facilities. The IACUC consists of at least five members, and its membership meets the composition requirements of PHS Policy IV.A.3.b. Following is a list of the chairperson and members of the IACUC and their names, degrees, profession, titles or specialties, and institutional affiliations.

- Veterinarian: Dr. Stephanie Williams, D.V.M. Dr. Williams serves as the Attending IACUC veterinarian for the New Mexico Consortium and NNMC.
- Chairperson: Dr. Rhiannon West, Ph.D. in Biology, practicing scientist involved in research involving animals
- Vice-Chair: Dr. Sushmita Nandy, Ph.D., Assistant Professor in Biology, practicing scientist involved in research involving animals
- Alternate scientist: Dr. Anthony Sena, Ph.D. in Biology, NNMC will serve as an alternate for Dr. Nandy or Dr. West if they need to recuse themselves.
- Non-scientist: Dr. Heather Winterer, Ph.D., Associate Professor in Literature and Creative Writing, NNMC
- Non-affiliate member: Dr. Christina L Wall, Ph.D. in Atmospheric Science. Dr. Wall is a 6<sup>th</sup>-grade science teacher at McCurdy Charter School, Espanola, NM and is not involved in animal research or affiliated with NNMC in any capacity outside of the IACUC

D. The IACUC will:

- 1) Review at least once every six months the Institution's program for humane care and use of animals, using the *Guide* as a basis for evaluation. The IACUC procedures for conducting semiannual program reviews are as follows:
  - a. The co-chairs of the IACUC will perform a semiannual program review using the *Guide*, PHS policy, USDA policy, and the Animal Welfare Act, and a checklist based upon the Semiannual Program Review Checklist provided by OLAW. The co-chairs will then present their findings and recommendations to the IACUC committee for a final vote.

- b. If committee members require changes, the co-chairs will implement them and resubmit the program review to the committee.
  - 2) Inspect at least once every six months all of the Institution's animal facilities, including satellite facilities and animal surgical sites, using the *Guide* as a basis for evaluation. The IACUC procedures for conducting semiannual facility inspections are as follows:
    - a. All IACUC committee members will be invited to perform semiannual inspections of all animal facilities housed at NNMC. At the least, the veterinarian will be required to perform the semi-annual inspections. Any IACUC member who wants to inspect the facilities may do so at any time. The IACUC member will utilize an institutional-specific version of the Semiannual Facilities Inspection Checklist provided by OLAW to determine if the facility meets the requirements of the *Guide*, PHS policy, USDA policy, and the Animal Welfare Act.
    - b. If there are deficiencies noted, they will be rated minor or significant. Significant refers to potential threats to the safety and welfare of the animal. The committee will create a reasonable plan and timeline for the PI to correct the deficiencies.
  - 3) Prepare reports of the IACUC evaluations according to PHS Policy IV.B.3. and submit the reports to the Institutional Official. The IACUC procedures for developing reports and submitting them to the Institutional Official are as follows:
    - a. The IACUC committee will discuss the Semiannual Program Review prepared by the co-chairs and the Semiannual Animal Facility Inspection findings. Changes suggested by the members will be implemented by the co-chairs and submitted to the committee for approval.
    - b. Following approval, the co-chairs will use the template provided by OLAW to create a semiannual report to the institutional official
      - i. The report will detail how the institution is complying with the *Guide* and PHS policy. It will discuss any departures from the *Guide* and PHS policy. All such departures must be a part of an approved IACUC protocol. The report will note in what protocols are the departures. If there are no departures, the report will state as such.
      - ii. The report will designate any departures as minor or major deficiencies. For any facility and/or program departure deficiencies, the IACUC will report a reasonable plan and schedule to correct the departure findings, review the corrections, and approve the corrections.
      - iii. The final report will be reviewed and revised by the IACUC until a majority vote is achieved. The majority will sign the report.
      - iv. Minority views will be stated in the report. If there are no minority views, the report will state as such.
      - v. The completed report will be submitted to the Institutional Official as soon as reasonably possible and within 60 days.
  - 4) Review concerns involving the care and use of animals at the Institution. The IACUC procedures for reviewing concerns are as follows:
    - a. Concerns involving the care and use of animals at the institution may be reported to any or all individual(s) of the IACUC committee and/or the Institutional Official.
    - b. Such concerns can be reported verbally or in writing.
    - c. Anonymous concerns may be submitted to the mailbox of any member of the IACUC committee or the Institutional Official.
    - d. Animal facilities have postings regarding how to report any concerns, starting with the animal facility Primary Investigators (PI's) contact information and followed by the committee's contact information. Postings will note that good faith reporters will be protected from undo reprisals related to any such report.
    - e. All reports must be immediately shared with the IACUC committee, barring any conflicts of interest (i.e., if a committee member is involved in the facility the complaint is being made against)
    - f. Any concerns will be reviewed by the committee and recommendations will be made.
    - g. If the committee determines an investigation is warranted, the investigation will involve the facility PI, the co-chairs, the veterinarian, and any members of the committee who

- are required, requested, or desire to attend. The Institutional Official will be informed of the complaint and the schedule of the investigation.
- h. A report will be generated detailing the submitted concern, the review of the concern by the committee, the committee's ruling on the complaint, any investigative actions, corrections, plans, and schedules created to address the concern. The IACUC committee will submit the report to the Institutional Official.
  - i. PHS Policy, IV.F.3, requires that: "The IACUC, through the Institutional Official, shall promptly provide OLAW with a full explanation of the circumstances and actions taken with respect to:
    - i. any serious or continuing non-compliance with this Policy;
    - ii. any serious deviation from the provisions of the Guide [for the Care and Use of Laboratory Animals]; or
    - iii. any suspension of an activity by the IACUC."
  - j. IACUC suspensions of activities require a convened meeting of a quorum of the IACUC and the vote of a majority of the quorum present. The Institutional Official must review the reasons for suspension in consultation with the IACUC, take appropriate corrective action and report that action with full explanation to OLAW (PHS Policy IV.C.6 and 7).
  - k. Whistleblowers and individuals who report in good faith will be protected against reprisal per New Mexico state law.
- 5) Make written recommendations to the Institutional Official regarding any aspect of the Institution's animal program, facilities, or personnel training. The procedures for making recommendations to the Institutional Official are as follows:
- a. Recommendations to the Institutional Official regarding any aspect of the Institution's animal care and use program, facilities, or personnel training will be reviewed by the IACUC, modified as necessary, approved, and submitted to the Institutional Official in writing.
  - b. Any such recommendations will be maintained in the IACUC's records.
- 6) Review and approve, require modifications in (to secure approval), or withhold approval of PHS-supported activities related to the care and use of animals according to PHS Policy IV.C.1-3. The IACUC procedures for protocol review are as follows:
- a. Protocols are submitted to the email address [IACUC@nnmc.edu](mailto:IACUC@nnmc.edu) which is received by the co-chairs of the IACUC.
    - i. Any protocol with a pain category E will require a full review (see III.D.6.c)
    - ii. In the event of a conflict of interest, the IACUC member will recuse themselves from all deliberations and will be treated as a non-committee member. Such events will take into consideration the effects on quorum and shall include back-up members if necessary.
    - iii. The protocol(s) will be emailed to all members of the IACUC, barring members with conflicts of interest.
    - iv. Via electronic voting, the members will decide on either a full committee review or a designated member review, where applicable.
      - 1. A full committee review will be performed if one or more members requests the process. At that point, a full member meeting will be scheduled. See III.D.6.b for full member meeting requirements or
      - 2. If all members concur, a designated-member review will be performed (see III.D.6.c)
  - b. Full reviews are conducted as follows:
    - i. A real-time meeting, either in person and/or using video or telecommunication, will be scheduled to ensure a quorum is able to attend. A quorum is one person more than half of the total voting members, barring those with conflicts of interest.
    - ii. Prior to the meeting,
      - 1. All documents related to the meeting will be provided to members
      - 2. each reviewing member is to fill out an IACUC Proposal Review Checklist
      - 3. Any requests for consultants or the PI to attend the meeting shall be made
    - iii. During the meeting:
      - 1. Guests will be asked to provide input and then asked to leave

2. Proposal(s) will be discussed and all members will vote and record their vote on their IACUC Proposal Review Checklist
  3. The committee can vote in three ways: *i)* approval; *ii)* request for modifications to the proposal; or *iii)* reject
- Approval of a proposal is granted if the majority of votes result in approval
- iv. In the event a proposal is sent back to the PI(s) for clarification, the committee may schedule another full member review or they may designate a member to review the modified proposal. Following the meeting:
    1. The IACUC co-chair or vice-chair, where appropriate, will compile the checklists and anonymous recommended modifications/clarification to the proposals will be made to the Principal Investigator(s)
    2. The PI may then either incorporate the requested modifications or challenge them by citing the *Guide*, specific PHS policy, USDA policy, peer-reviewed scientific findings, or, in the lack of guidance from any of the former, PI experience.
    3. In the event of a full review, the PI's responses will then be provided to the IACUC and the committee members who rejected the initial proposal will be required to respond to the changes. Those IACUC members who previously accepted a protocol may modify their vote based upon the new protocol.
    4. In the event of a designated member review, in accordance with PHS policy, the designated member reviewer(s) can approve, require further modifications, or request a full committee review.
  - c. Designated-member reviews are conducted as follows:
    - i. The co-chair(s) will appoint a single member who is qualified to conduct the review (there will only be one DMR at a time)
    - ii. Members will be requested to provide the designated-member with comments on the proposal
    - iii. the final decision of the review will be up to the designated-member and can consist of
      1. full approval
      2. requiring and reviewing modifications
      3. Withhold/reject approval
      4. at any point in this process, the designated-member may determine that a full review is necessary
- 7) Review and approve, require modifications in (to secure approval), or withhold approval of proposed significant changes regarding the use of animals in ongoing activities according to PHS Policy IV.C. The IACUC procedures for reviewing proposed significant changes in ongoing research projects are as follows:
- a. Significant changes to proposals will be submitted as outlined above (part III.D.6). The co-chair(s) will forward the proposals to the IACUC committee who will decide to have a full review (following III.D.6.b) or can unanimously choose a designated-member review (following III.D.6.c). The reviewer(s) will then determine if changes are significant. In the event of significant changes, the review process outlined in part III.D.6 will be used: Significant changes that must be approved by full review or designated-member review are:
    1. from nonsurvival to survival surgery;
    2. resulting in greater pain, distress, or degree of invasiveness;
    3. in housing and or use of animals in a location that is not part of the animal program overseen by the IACUC;
    4. in species;
    5. in study objectives;
    6. in Principal Investigator (PI); and
    7. that impact personnel safety.
    8. anesthesia, analgesia, sedation, or experimental substances;
    9. euthanasia to any method approved in the AVMA Guidelines for the Euthanasia of Animals (PDF - 1.4 MB); and
    10. duration, frequency, type, or number of procedures performed on an animal;
    11. changes to proposals in previously approved animal numbers.
- 8) Notify investigators and the Institution in writing of its decision to approve or withhold consent of those activities related to the care and use of animals, or of modifications required

to secure IACUC approval according to PHS Policy IV.C.4. The IACUC procedures to notify investigators and the Institution of its decisions regarding protocol review are as follows:

- a. Principal Investigators will be notified via electronic mail that their protocol is approved, requires modification, or approval is withheld.
    - i. Required modifications and a deadline to provide a modified protocol and respond to requests will be provided
    - ii. Notice of withheld approval will be delineated with reasons for the IACUC's decision. The PI will have an opportunity to respond and/or appeal the decision.
    - iii. The PI may request such responses and/or appeals in person before a full quorum of the IACUC
    - iv. Approved protocols are subject to review and potential overturning of IACUC approvals by the veterinarian and the Institutional Official. The veterinarian or the IO may not approve a protocol where the IACUC has withheld approval.
  - b. The IO will receive a copy of the IACUC meeting minutes, which detail protocol decisions and other IACUC activities.
- 9) Conduct a continuing review of each previously approved, ongoing activity covered by PHS Policy at appropriate intervals as determined by the IACUC, including a complete review at least once every three years according to PHS Policy IV.C.1.-5. The IACUC procedures for conducting continuing reviews are as follows:
- a. Ongoing protocols and animal activities are reviewed on an ongoing basis by animal care staff, the veterinarian, and the IACUC
  - b. In conjunction with the approval of a protocol, the IACUC will set a review date. The IACUC conducts a review of previously approved, ongoing protocols at least every three years. The review date will be set two months before an approved proposal expires. Prior to the review date, the PI will be sent a notification to submit their proposal with any changes highlighted. The review will follow the procedures specified in III.D.6. If the PI does not submit a proposal, then animal activities will be terminated as specified in III.D.10.
  - c. Ongoing USDA-covered protocols will be reviewed annually.
  - d. Post-approval monitoring is conducted via bi-annual facility inspections, annual protocol reviews, adverse reporting, and veterinarian rounds.
- 10) Be authorized to suspend an activity involving animals according to PHS Policy IV.C.6. The IACUC procedures for suspending an ongoing activity are as follows:
- a. The IACUC can suspend approved protocols if the approved protocol is not being followed, if activities are contrary to the *Guide*, PHS Policy, the Animal Welfare Act, other laws, this Assurance, or Institutional Policies and Principles.
  - b. Approved protocols can only be suspended following a full meeting of the IACUC with a majority quorum vote to suspend the activity. Following such suspension, the IACUC will be notified. The Institutional Official in consultation with the IACUC shall then review the reason for suspension, take appropriate corrective action, and report that action with a full explanation to OLAW.
  - c. An immediate halt of activities can be required by the IO, the co-chair(s), or the veterinarian in the advent of serious threat to animal welfare or evidence of serious non-compliance.
  - d. The risk-based occupational health and safety program for personnel working in laboratory animal facilities and personnel who have frequent contact with animals is as follows:
    - i. NNM's President appointed a Health and Safety Officer (H&SO) at NNM. The H&SO oversees the monitoring and risk assessment and hazard identification of ES&H in all facilities and of all personnel at NNM, including students involved in research in animal facilities. These risk assessments are performed every year by ES&H. This program is consistent with all federal, state, and local laws and regulations.
    - ii. Every three years, all personnel, including but not limited to custodians, security and facilities staff, students, laboratory personnel, faculty, and animal users, who have access to animal facilities and/or work with animals are required to undergo a health assessment and provide proof of tetanus vaccination or booster. This will be accomplished by filling out the NNM Animal Use History Form and returning it to

NNMC's specified clinical practitioner, who will perform the assessment. PIs and individuals who perform animal husbandry will be required to undergo the health assessment every year. This process will be overseen by the H&SO. Anyone who is required to have access but has not had a health evaluation will be escorted into the facility by the PI or the OS&H. Required trainings are listed below in III.G.

- iii. Precautions taken during pregnancy, illness or decreased immunocompetence: The health assessment form explains risks to individuals who experience or may experience pregnancy, illness or decreased immunocompetence and individuals advises such individuals to consult with occupational health to perform an individual risk assessment.
  - iv. In the event that an individual who has not received training and/or medical evaluation, they will be escorted by the PI or OS&H, this includes external personnel such as police or firefighters.
  - v. In the event of field or laboratory-related minor bites, scratches, illness, or injury animal personnel must report to their PI and receive immediate first aid. In the event of serious injury or illness, animal personnel are directed to immediately go to the emergency room at Presbyterian Española Hospital or the nearest medical facility. Any such events are to be reported to the PI who shall then report to the IACUC and ES&H. IACUC will then report to the Institutional Official.
  - vi. The animal facility consists of one fish facility with no Biosafety Laboratories (BSL).
  - vii. PIs are required to provide proof of initial and annual facility and animal-specific OSHA training of their personnel and submit the proof of training in the form of a certification to the IACUC. Required training are listed below in III.G.
  - viii. PIs are required to notify the IACUC co-chairs, in writing, of any injury that occurs in their facility or when personnel are conducting work associated with a protocol or facility. This notification includes, but is not limited to, fieldwork, obtaining supplies for the facility, working with animals, and traveling for work associated with a protocol or facility.
  - ix. The chair and vice-chair, in conjunction with the H&SO of ES&H, will determine if they need to suspend activity in the facility. The co-chairs will notify the IACUC and the IO of any incidences reported to them and any actions taken or requested to be taken.
- E. The total gross number of square feet in each animal facility (including each satellite facility), the species of animals housed there, and the average daily inventory of animals, by species, in each facility is provided in the attached Facility and Species Inventory table.

Espanola Campus, High Tech building room 17 – 12.5ft x 55.5ft  
Fish (pupfish) Facility. Roughly 150 individuals.

- F. The training or instruction available to scientists, animal technicians, and other personnel involved in animal care, treatment, or use is as follows:
- Training on NNMC's IACUC policy is required of all scientists, animal technicians, and other personnel involved in animal care, treatment or use, on research or testing methods that minimize the number of animals required to obtain valid results and minimize distress. Training is provided via CITI Program Training. The following required trainings that cover the topics of occupational hazards and risks, biosafety, zoonoses, allergies, and appropriate personnel protective equipment (PPE), pregnancy, and immunocompromised statuses, must be renewed every three years and a certificate of completion must be submitted to the PI or the IACUC as appropriate:
- All IACUC members must take "Working with Fish in Research Settings"
  - IACUC Chair(s): IACUC Chair ACU series
  - IACUC Community Member(s) and Non-Scientist(s) on committee: IACUC Community Members ACU series
  - IACUC Members and IACUC Staff: IACUC Members and IACUC Staff ACU series
  - Institutional Official: Institutional Official ACU series
  - Researchers and Technicians Working with Animals: 1) Researchers and Technicians Working with Animals ACU series & appropriate organismal training(s); 2) Personal Protective Equipment; 3) Basic Introduction to Biosafety and 4) Animal Biosafety
  - Researchers and Technicians Working with Wildlife: Wildlife ACU series

- Custodians, Security, Facilities or other campus members who have been determined by ES&H to require access to animal facilities will receive: 1) Personal Protective Equipment; 2) Basic Introduction to Biosafety and 3) Animal Biosafety
- Additionally, all IACUC members may take any CITI Program trainings we offer
- All IACUC members have access to The Guide, copies of the PHS Policy, the OLAW/ARENA IACUC Guidebook, and a copy of the approved Animal Welfare Assurance.
- Journals, webinars, articles, and updates on modern practices will be sent to the IACUC on an as-needed basis.

The animal facility manager provides organism-specific care and use training. Additionally, a copy of *The Guide for the Care and Use of Laboratory Animals* is held by the NNMC library and links to the following are at <https://nnmc.edu/home/facultystaff-gateway/iacuc/>

- [Guide for the Care and Use of Laboratory Animals](#)
- [ACLAM Adequate Vet Care](#)
- [AVMA Guidelines for Euthanasia](#)
- [Guidelines to the Use of Wild Birds in Research](#)
- [Guidelines to the Use of Wild Mammals in Research](#)
- [Guidelines to the Use of Herps in Research](#)
- [Guidelines to the Use of Fishes in Research](#)
- [Guidelines for the Humane Transportation of Research Animals](#)
- [USDA/AWA Pain categories for animals used in research](#)

#### **IV. Institutional Program Evaluation and Accreditation**

All of this Institution's programs and facilities (including satellite facilities) for activities involving animals have been evaluated by the IACUC within the past six months. They will be reevaluated by the IACUC at least once every six months, according to PHS Policy IV.B.1.-2. Reports have been and will continue to be prepared according to PHS Policy IV.B.3. All IACUC semiannual reports will include a description of the nature and extent of this Institution's adherence to the PHS Policy and the *Guide*. Any departures from the *Guide* will specifically be identified and reasons for each departure will be stated. Reports will distinguish significant deficiencies from minor deficiencies. Where program or facility deficiencies are noted, reports will contain a reasonable and specific plan and schedule for correcting each deficiency. Semiannual reports of the IACUC's evaluations will be submitted to the Institutional Official. This Institution will maintain semi-annual reports of IACUC evaluations.

*This Institution is Category 2 — not accredited by the Association for Assessment and Accreditation of Laboratory Animal Care International (AAALAC). As noted above, reports of the IACUC's semiannual evaluations (program reviews and facility inspections) will be made available upon request. The report of the most recent evaluations (program review and facility inspection) is attached.*

#### **V. Recordkeeping Requirements**

- A. This Institution will maintain for at least three years:
  1. A copy of this Assurance and any modifications made to it, as approved by the PHS
  2. Minutes of IACUC meetings, including records of attendance, activities of the committee, and committee deliberations
  3. Records of applications, proposals, and significant proposed changes in the care and use of animals and whether IACUC approval was granted or withheld
  4. Records of semiannual IACUC reports and recommendations (including minority views) as forwarded to the Institutional Official, Dr. Ivan Lopez Hurtado, Ph.D.
  5. Records of accrediting body determinations
- B. This Institution will maintain records that relate directly to applications, proposals, and proposed changes in ongoing activities reviewed and approved by the IACUC for the duration of the

activity and for an additional three years after completion of the activity or as required by the funding agency.

- C. Reports filed under VI.A. and VI.B. above should include any minority views filed by members of the IACUC.

## VI. Reporting Requirements

- A. The Institutional reporting period is the federal fiscal year (October 1 – September 30). The IACUC, through the Institutional Official, will submit an annual report to OLAW after September 30, but on or before December 1 of each year. The annual report will include:
- i. Any change in the accreditation status of the Institution (e.g., if the Institution obtains accreditation by AAALAC or AAALAC accreditation is revoked)
  - ii. Any change in the description of the Institution's program for animal care and use as described in this Assurance
  - iii. Any change in the IACUC membership
  - iv. Notification of the dates that the IACUC conducted its semiannual evaluations of the Institution's program and facilities (including satellite facilities) and submitted the evaluations to the Institutional Official, Dr. Ivan Lopez Hurtado, Ph.D., Provost and Vice President for Academic Affairs
  - v. Any minority views filed by members of the IACUC [Note: if there are no changes to report, provide written notification that there are no changes.]
- B. The IACUC, through the Institutional Official, will promptly provide OLAW with a full explanation of the circumstances and actions taken with respect to:
1. Any serious or continuing non-compliance with the PHS Policy
  2. Any serious deviations from the provisions of the Guide
  3. Any suspension of an activity by the IACUC
- C. Reports filed under VI.A. and VI.B. above should include any minority views filed by members of the IACUC.

## VII. Institutional Endorsement

<b>A. Authorized Institutional Official</b>	
Name: Dr. Ivan Lopez Hurtado, Ph.D.	
Title: Provost and Vice President for Academic Affairs	
Name of Institution: Northern New Mexico College	
Address: 921 North Paseo de Oñate Española, NM 87532	
Phone:(505) 747-2225	Phone: (505) 747-2225
E-mail: provost@nnmc.edu	
Acting officially in an authorized capacity on behalf of this institution and understanding the Institution's responsibilities under this Assurance, I assure the humane care and use of animals as specified above.	
Signature: 	Digitally signed by Ivan Lopez Hurtado Date: 2021.04.16 15:34:09 -06'00'
Date: 4/16/2021	

**B. PHS Approving Official** (to be completed by OLAW)

Name/Title:  
 Office of Laboratory Animal Welfare (OLAW)  
 National Institutes of Health  
 6700B Rockledge Drive  
 Suite 2500  
 Bethesda, MD USA 20892-7982 (FedEx Zip Code 20817)  
 Phone: +1 (301) 496-7163  
 Fax: +1 (301) 451-5672

Signature:

Date:

Assurance Number: D21-01105

Effective Date: 4/19/2021

Expiration Date: 4/30/2025

**VIII. Membership of the IACUC**

Date: 07 December, 2020			
Name of Institution: Northern New Mexico College			
Assurance Number:			
<b>IACUC Chairpersons</b>			
Names*: Rhiannon West, Ph.D., Sushmita Nandy, Ph.D.			
Titles*: Assistant Professor of Biology		Degree/Credentials*: Ph.D.	
Address*: (street, city, state, zip code)			
921 North Paseo de Oñate Española, NM 87532			
E-mail*: <a href="mailto:Rhiannon.West@NNMC.edu">Rhiannon.West@NNMC.edu</a> ; Sushmita.Nandy@NNMC.edu			
Phone*: 505-747-5466; 505-747-5468		Fax*:	
<b>IACUC Roster</b>			
Name of Member/ Code**	Degree/ Credentials	Position Title***	PHS Policy Membership Requirements****
Stephanie Williams	D.V.M.	Veterinarian	Veterinarian with training or experience in laboratory animal science and medicine or in the use of the species at the institution, who has direct or delegated program authority and responsibility for activities involving animals at the institution.
Devon Spencer	D.V.M	Veterinarian	Back-up veterinarian with training or

			experience in small animal medicine, who, in the absence of Dr Williams, has direct or delegated program authority and responsibility for activities involving animals at the institution.
Rhiannon West	Ph.D. in Biology	Assistant Professor of Biology	Practicing scientist experienced in research involving animals.
Sushmita Nandy	Ph.D. in Biology	Assistant Professor of Biology	Practicing scientist experienced in research involving animals.
Anthony Sena	Ph.D. in Biology	Emeritus and Adjunct Associate Professor of Biology	Alternative member. Practicing scientist experienced in research involving animals.
Heather Winterer	Ph.D. in Literature	Associate Professor in Literature and Creative Writing	Nonscientist Member whose primary concerns are in a nonscientific area
Christina Wall	Ph.D. in Atmospheric Science	Grade-school teacher	Nonaffiliated member. An individual who is not affiliated with the institution in any way other than as a member of the IACUC, and is not a member of the immediate family of a person who is affiliated with the institution. This member is expected to represent general community interests in the proper care and use of animals and shall not be a laboratory animal user. A consulting veterinarian may not be considered nonaffiliated.

\* This information is mandatory.

\*\* Names of members, other than the chairperson and veterinarian, may be represented by a number or symbol in this submission to OLAW. Sufficient information to determine that all appointees are appropriately qualified must be provided. The identity of each member must be readily ascertainable by the institution and available to authorized OLAW or other PHS representatives upon request.

\*\*\* List specific position titles for all members, including nonaffiliated (e.g., banker, teacher, volunteer fireman; not "community member" or "retired").

\*\*\*\* [PHS Policy](#) Membership Requirements:

*Veterinarian* veterinarian with training or experience in laboratory animal science and medicine or in the use of the species at the institution, who has direct or delegated program authority and responsibility for activities involving animals at the institution.

*Scientist* practicing scientist experienced in research involving animals.

*Nonscientist* member whose primary concerns are in a nonscientific area (e.g., ethicist, lawyer, member of the clergy).

*Nonaffiliated* individual who is not affiliated with the institution in any way other than as a member of the IACUC, and is not a member of the immediate family of a person affiliated with the institution. This member is expected to represent general community interests in the proper care and use of animals and shall not be a laboratory animal user. A consulting veterinarian may not be considered nonaffiliated.

