

Title: **Minority View Reports**

Effective Date: **November 19, 2009**

Revision # **005**

Standard Operation Procedure Number: **IACUC-RPT-005** Last Committee Review: **December 4, 2024**

Purpose and Scope:

The purpose of this Standard Operating Procedure (SOP) is to define the IACUC’s procedure regarding the handling and reporting of written minority view documents submitted to the IACUC.

Background

Excerpt from:

Silverman, Jerald, et al. The IACUC Handbook, 3rd Ed. New York: CRC Press, 2014.

PHS Policy (IV,E,1,d) requires institutions to maintain copies of minority views of **semi-annual** reports (not protocol reviews) but does not specify how the IACUC should handle them.

There is also a PHS Policy (IV,F,4) requirement that minority views filed by IACUC members be forwarded (via the IO) to NIH/OLAW along with the annual report to NIH/OLAW (but again, this does not refer to protocol reviews). If the minority views relate to an IACUC action that is required to be reported promptly (PHS Policy IV,G,3), they should be provided to NIH/OLAW at that time. The AWAR (§2.31,c,3; §2.35,a,3) also require maintaining records of semi-annual reports, including minority views.

Procedure:

MSU will follow the PHS OLAW Policy on Humane Care and Use of Laboratory Animals which states that minority views should be included with annual reports submitted to OLAW (IV. F. 4.). This policy has been further interpreted to specify minority views regarding the **semi-annual** inspection or recommendations made to the Institutional Official regarding the **semi-annual** inspection (<http://grants.nih.gov/grants/olaw/faqs.htm#OLAW> – accessed Nov 25, 2024). The following serves to outline the actions the IACUC will take when a written minority view is submitted to the IACUC office.

1. Minority views not pertaining to the semi-annual inspections will be maintained with the minutes for the meeting from which the minority report stemmed. If the minority view is in reference to a specific protocol, an additional copy of the minority view will be maintained in the protocol file.
2. Minority views will be included with the annual report provided to OLAW.
3. The IACUC will not discourage a written minority view from being submitted. Individual IACUC members have the right to submit a minority view to the IACUC office, the I.O., and (or) directly to OLAW.

Reviewed:

	Date
--	------

Executive Director, Research Administration	Date
---	------