

RESEARCH INVOLVING ANIMALS POLICY

Policy Section:	Student and Academic Support Services	Effective Date:	September 19, 2025
Policy Owner:	Vice President, Academic & Student Experience	Last Revised:	April 29, 2025
Policy Administrator:	Director, Academic Experience	Review Scheduled:	Every 4 years
Approver:	Dean’s Council Academic Council		
The official controlled version of this document is held with the Legislative Compliance / Policy & Procedure Coordinator.			

A. POLICY STATEMENT

The purpose of this policy is to outline the College's position on research activities that involve animals, whether alive or deceased, including fish, conducted at the College and to identify the rights and responsibilities of College faculty, staff, and students as well as contractors, consultants, clients, visiting scholars or researchers and volunteers with respect to these research activities.

1. GUIDING PRINCIPLES

1.1 Objectives

Keyano College (hereinafter also referred to as "the College") adheres to the standards outlined in municipal, provincial, federal, and the *Canadian Council on Animal Care (CCAC) guidelines*. The College is committed to providing the highest standards, humane treatment and care of animals related to animal-based research.

1.2 Exceptions

At this time, the College does not permit research involving animals by college faculty, students, or staff or on College property, with the following exceptions:

- a. Where researchers are co-investigators on a research project involving animal subjects and that research:
 - i. Has been approved by another post-secondary institution's Research Ethics Board and Animal Care and Control Committee and where the research does not take place on College property,

1.3 Guiding Principles

- a. Should faculty or staff wish to undertake research or using animals, their Dean or Director must submit a formal request in writing to the Research & Innovation department.

- b. The request should outline the rationale for the research, including any long-term plans for ongoing research involving animals within the requesting Faculty.
- c. Upon receipt of the request, the Research & Innovation department will review the request for completeness and present it to the Vice President, Academic.
- d. Should the Vice President, Academic agree to the request, the Research & Innovation department will initiate the establishment of an Animal Care Committee (ACC).
- e. Should the College establish an ACC, the College will participate in the CCAC programs and maintain a Certificate of Good Animal Practice.
- f. The ACC and its associated committees will govern the ethical conduct of research involving animals at the College.
 - i. Following its establishment, all research projects involving animals undertaken by members of, or conducted at, the College, including all faculty, staff and students, as well as contractors, consultants, clients, and volunteers shall fall within the jurisdiction of the ACC, regardless of the source of financial support (if any) and irrespective of the location of the activity, so long as the researcher represents the work as College research.
 - ii. Projects conducted by researchers from outside the College community who access College resources (either equipment or personnel) will also fall within the jurisdiction of the College's ACC.
 - iii. Once created, ACC approval must be obtained before carrying out the research. Prior to the ACC's establishment, no research involving animals may occur except for the exemptions outlined above.
- g. The development of this policy was informed by policies and documentation from the Canadian Council on Animal Care (CCAC), as well as a review of existing intellectual policies and procedures from Canadian colleges and university with a focus on the Comprehensive Community Institutes (CCIs) in Alberta.

2. ANIMAL CARE COMMITTEE RESPONSIBILITIES

- 2.1 Once established, the Animal Care Committee (ACC) has the authority and responsibility to:
 - a. Ensure that any use of animals which causes the animals to experience excess unforeseen pain and distress be stopped;
 - b. Ensure that any objectionable procedures are immediately stopped if, in consultation with a veterinarian, the ACC determines that unnecessary;
 - c. Ensure that an animal be humanely killed if, in the opinion of the veterinarian, with agreement from the ACC, the pain or distress caused to the animal cannot be alleviated in any other manner;
 - d. Ensure timely and accurate monitoring protocols for compliance following approval; and
 - e. Report any breaches to the appropriate immediate supervisor and the Vice President of Academic.
- 2.2 Animals used in research activities at the College must be cared for and maintained in accordance with applicable laws, CCAC guidelines, and policy statements, and the requirements of the Tri-Council Agreement on the Administration of Agency Grants and Awards by Research Institutions.

- 2.3 The Russell-Burch Three Rs — Replacement, Reduction and Refinement — principles will be upheld in the design and review of animal use protocols.
- 2.4 The Chair of the ACC and any designated veterinarian will be granted access to all areas where animals are held or used at the College.
- 2.5 Researchers and faculty are responsible for following the protocol review process and adhering to the animal care procedures established by the ACC. Instructors shall be responsible for student adherence to the animal care procedures established by the ACC. Animal use that disregards this policy constitutes non-compliance and will be considered research misconduct.

B. DEFINITIONS

(1)	Animal:	means any living non-human vertebrate and any living invertebrate of the class of Cephalopoda, including free-living and reproducing larval forms, used for research, teaching, or testing purposes.
(2)	Animal Care Committee (ACC):	means the committee that reviews and approves all proposals for research, testing, and teaching involving live animals in accordance with guidelines, policies and associated documents established by the Canadian Council on Animal Care (CCAC). More information is available in the ACC Terms of Reference.
(3)	Canadian Council on Animal Care (CCAC):	means the national organization responsible for setting and maintaining standards for the ethical use and care of animals used in research, teaching, and testing in Canada.
(4)	Research:	means an activity designed to test a hypothesis, permit conclusions to be drawn and develop or contribute to generalizable knowledge, using scientific methods and standardized protocols. Generalizable knowledge consists of theories, principles or relationships, or the accumulation of information on which they are based, that can be corroborated by accepted scientific methods of observation and inference.
(5)	Russel-Burch's Three R's	means the practices of Replacement, Reduction, and Refinement. These practices aim to minimize animal use and pain while simultaneously ensuring research rigor.

C. RELATED POLICIES

- Academic Freedom Policy
- College Involvement in Commercialization Policy
- Copyright and Fair Dealing Policy
- Ethical Conduct for Research Involving Humans Policy

- Intellectual Property and Ownership Policy
- Integrity in Research & Scholarly Activity Policy
- Research Activities Policy

D. RELATED LEGISLATION

- *Animal Protection Act & Regulation*
- *Post-Secondary Learning Act*

E. RELATED DOCUMENTS

- Breach of Research Integrity Procedure
- Canadian Council on Animal Care
- Copyright and Fair Dealing Procedure
- Ethical Conduct for Research Involving Humans Procedure
- Research Integrity Authorship Procedure

F. REVISION HISTORY

Date (mm/dd/yyyy)	Description of Change	Sections	Person who Entered Revision (Position Title)	Person who Authorized Revision (Position Title)
08/27/2018	New policy	All	Executive Assistant, Academic	Vice President, Academic
02/01/2020	Review of the policy	All	Executive Assistant, Academic	Vice President, Academic
4/29/2025	Transfer to a new template; language alignment with Tri- Council requirements, added exemptions as required. New effective date will be set due to changes. Previous version of the policy (2018) will be rescinded.	All	Research Chair for the Scholarship of Teaching and Learning Research Chair for Health and Community Wellbeing Laboratory Technician	Director Academic Experience