

## Monash University Procedure

<b>Procedure Title</b>	Use of Animals in Coursework Programs Procedure
<b>Parent Policy</b>	<a href="#">Use of Animals in Coursework Programs Policy</a>
<b>Date Effective</b>	29-April-2009
<b>Review Date</b>	20-November-2009
<b>Procedure Owner</b>	Chair, Education Policy and Programs Committee
<b>Category</b>	Academic Quality and Standards
<b>Version Number</b>	1.0
<b>Content Enquiries</b>	<a href="#">Education Policy Unit</a>
<b>Scope</b>	These procedures cover all coursework units, but do not apply to research projects undertaken as part of honours or coursework masters programs.
<b>Purpose</b>	To replace, reduce and refine the use of animals in coursework programs.
<b>PROCEDURE STATEMENT</b>	

### Membership of AECs

- The membership of AECs that regularly evaluate applications to use animals for teaching purposes shall include a person with expertise in education who meets the requirements of membership category B, as defined by the [Australian code of practice for the care and use of animals for scientific purposes](#), who is to be nominated by the DVC(E).
- The DVC(E) shall provide Scientific Procedures Licence Holders with the name of a suitable nominee who possesses substantial recent experience relevant to the use of animals for teaching purposes and to the development of non-animal alternative teaching methods.
- In cases in which an AEC that does not normally evaluate applications to use animals for teaching purposes is required to do so, that AEC shall consult with a member of another AEC who has been appointed under this procedure and who has expertise in education.

#### Responsibility

DVC (E)  
Research Office  
Scientific Procedures Licence Holders

### Additional guidelines

Any use of animals in coursework programs must comply with the guidelines and policies set out by the Monash University Animal Welfare Committee (MUAWC).

#### Responsibility

Heads of School/Faculty  
Unit Co-ordinators

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### Reporting requirements

Scientific Procedures Licence Holders shall report through Research Ethics and Compliance annually to Education Committee on any use of animals in coursework programs.

These reports to Education Committee shall include the following information, which is also provided to the relevant AEC and MUAWC:

1. the units in which animals are used;
2. the numbers and species of animals used by each unit, and, where units have been offered previously, the numbers and species used in each of the past three years;
3. the procedures in which animals are used;
4. each unit's educational objectives that are to be attained through the use of animals;
5. details of efforts made and procedures developed to replace the use of animals with alternative teaching methods;
6. details of non-animal alternative teaching methods that are available and the reason why these do not meet the stated teaching objectives of the unit;
7. details of efforts made and procedures developed to reduce the number of animals used; and
8. details of efforts made and procedures developed to refine the procedures carried out on the animals.

#### Responsibility

Scientific Procedures Licence Holders  
Research Ethics and Compliance

### Discussion of ethical, social and scientific issues involved in the use of animals

- In all units in which animals are used, the General Principles for the Care and Use of Animals for Scientific Purposes, set out in Section 1 of the NHMRC Code, should be prominently displayed in learning spaces.
- In all units in which animals are used, ethical guidelines, such as the ANZCCART [Ethical guidelines for students using animals or animal tissues for educational purposes](#), should be prominently displayed in learning spaces.
- In all units in which animals are used, students will be instructed in the ethical and legal responsibilities involved in the use of animals for scientific purposes, in addition to relevant methods of animal care and use.
- In all units in which animals are used, students will be invited to raise and discuss ethical, scientific and social issues relating to the use of animals for teaching and other scientific purposes.

#### Responsibility

Deans  
Associate Deans (Education)  
Faculty Managers

<b>Responsibility for implementation</b>	Deans Associate Deans (Education)
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	Faculty Managers Animal Ethics Committees
<b>Status</b>	New
<b>Approval Body</b>	<b>Name:</b> Academic Board <b>Meeting:</b> 2-2009 <b>Date:</b> 22-April-2009 <b>Agenda item:</b> 13.2
<b>Definitions</b>	<b>Scientific Procedures Licences Holder:</b> A Scientific Procedures Licences Holder holds a licence issued by the Head of the Victorian Department of Primary Industries to conduct scientific procedures using animals in Victoria. This person is responsible for appointing the Chairperson and Membership of an AEC in accordance with legislative requirements.
<b>Legislation Mandating Compliance</b>	Victorian <a href="#">Prevention of Cruelty to Animals Act</a> and <a href="#">Regulations Australian code of practice for the care and use of animals for scientific purposes</a>
<b>Related Policies</b>	<p><i>Monash University Animal Welfare Committee Guidelines and Policies</i></p> <p><a href="#">Guidelines on Euthanasia</a></p> <p><a href="#">Policy on use of genetically modified animals</a></p> <p><a href="#">Daily Monitoring of All Animals</a></p> <p><a href="#">Monitoring of Animals Held Outside of Designated Animal Holding Areas</a></p> <p><a href="#">Transportation of Mice and Rats between buildings &amp; laboratories within a campus</a></p> <p><a href="#">Acquiring Organs or Tissues from Animals</a></p> <p><a href="#">Conduct of Field Work (including off-campus, overseas and collaborative research projects involving Monash University personnel)</a></p> <p><a href="#">POCTA Act &amp; Code of Practice Non-compliance Procedures</a></p> <p><a href="#">Annual and Final Reports Policy</a></p> <p><a href="#">Policy on the use of Pound Sourced Dogs</a></p> <p><a href="#">Public Statements Concerning Animal Use and Welfare at Monash University</a></p> <p><a href="#">Animal Breeding Guidelines</a></p> <p><a href="#">Transporting Animals from Overseas, Interstate and Local Sources</a></p>
<b>Related Documents</b>	<p><i>Information on Alternatives to Animal Use</i></p> <p><a href="#">Humane Research Australia</a></p> <p><a href="#">Australian and New Zealand Council for the Care of Animals in Research and Training</a></p> <p><a href="#">European Centre for the Validation of Alternatives Methods</a></p> <p><a href="#">Fund for the Replacement of Animals in Medical Experiments</a></p>

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	<p><a href="#">Johns Hopkins University Center for Alternatives to Animal Testing</a></p> <p><a href="#">Norwegian Reference Centre for Laboratory Animal Science and Alternatives</a></p> <p><a href="#">UC Davis Center for Animal Alternatives Information</a></p> <p><a href="#">Universities Federation for Animal Welfare</a></p> <p><i>Monash Guidelines and Forms</i></p> <p><a href="#">Animal Ethics Application Form</a></p> <p><a href="#">Monitoring and Role of the Animal House Staff</a></p> <p><a href="#">Mouse Identification Methods</a></p> <p><a href="#">High Topped Lids for Rat Caging</a></p> <p><a href="#">Guidelines for Tumour Induction in Mice and Rats</a></p> <p><a href="#">ANZCCART Euthanasia Guidelines</a></p> <p><a href="#">Guidelines on Carbon Dioxide Euthanasia</a></p> <p><a href="#">Routine Use of Analgesia after Every Painful Procedure</a></p> <p><a href="#">Tail Tissue Collection Procedures for Genotyping Mice</a></p> <p><a href="#">Blood Collection Guidelines</a></p> <p><a href="#">Monoclonal Antibody Production</a></p> <p><a href="#">Guidelines for Polyclonal Antibody Production</a></p> <p><a href="#">Guidelines for Rabbit Housing at Monash University</a></p>
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