

Policy: Pedagogical Merit Review

Policy Number: POL-014

Version Number: 00

Category: Administrative

Subject: Requirements and mechanisms for ensuring pedagogical merit review for Animal Use Protocols involving live animals used in teaching or training

Approving Authority: University Council on Animal Care

Responsible Office: Vice President (Research)

Related Procedures: Procedures for undertaking pedagogical merit reviews

Approval Date: May 30, 2018

Effective Date: June 30, 2018

Revised:

Purpose

The purpose of this policy is to outline CCAC's requirements as well as establish an institutional mechanism for ensuring pedagogical merit review of animal use for research purposes, as per *CCAC's policy statement on pedagogical merit of live animal-based teaching and training*.

Rationale

In its preamble to the policy statement on the subject of pedagogical merit, CCAC states, "*CCAC-certified institutions that conduct animal-based teaching or training must have a formal pedagogical merit review process in place.*"¹ As such, each institution is responsible to develop and utilize a mechanism to ensure that all teaching and training involving live animals has received independent review of its value by expert peers.

Scope

This policy pertains to animal-based teaching and training associated with Animal Use Protocols within Western's Research Community including teaching in academic institutions, training activities/programs for research or clinical proficiency, and testing team members (e.g. graduate students, principal investigators, technicians), as well as non-degree/diploma/certificate credit

¹ Canadian Council on Animal Care. CCAC policy statement on: pedagogical merit of live animal-based teaching and training. Retrieved from https://www.ccac.ca/Documents/Standards/Policies/Pedagogical_merit_of_live_animal-based_teaching.pdf 27 February, 2018

courses (e.g., professional development or continuing education workshops) provided by faculty or other institutional personnel².

Policy

Teaching and training involving live animals must undergo at least two distinct and separate reviews before receiving institutional approval to proceed:

- peer review of the project's pedagogical merit, followed by
- ethical review by the institution's Animal Care Committee (ACC), as per *the Animal Use Protocols Policy (POL-002)*.

Mechanism for Pedagogical Merit Reviews

The Vice President (Research) Office must establish and maintain the Merit Review Committee for ensuring pedagogical merit review has been undertaken in accordance with CCAC policy.

The Merit Review Committee must maintain a list of potential pedagogical merit reviewers with expertise appropriate for the teaching/training undertaken within Western's Research Community, as per its Terms of Reference and this policy.

Merit Reviewer Requirements

Pedagogical merit review must be undertaken by a minimum of two expert peers who:

- possess the knowledge of pedagogy and alternatives to animal-based teaching to adequately review the proposal,
- are independent from the teaching/training project or program under review,
- are external to the ACC, and
- have been selected by the Merit Review Committee

Pedagogical merit reviewers must consider whether the animal-based teaching/training is essential to the learning objectives and outcomes and cannot be achieved with Teaching/Training Alternatives.

Animal Care Committee Involvement

Pedagogical merit reviews must take place in advance of ethical final review and approval of the Animal Use Protocol (AUP) by the ACC.

² Canadian Council on Animal Care. Frequently Asked Questions – pedagogical merit of live animal-based teaching and training. P.2. Retrieved from https://www.ccac.ca/Documents/Standards/Policies/FAQ-Pedagogical_merit_of_live_animal-based_teaching.pdf

Pedagogical merit reviews must be undertaken for new AUPs and every subsequent Full Renewal.

The Animal Care Committee must receive Pedagogical Merit Reviewer feedback from the Merit Review Committee regarding whether the teaching/training project/program is deemed to have pedagogical merit by reviewers, as outlined above.

The ACC must make the final decision based upon reviewing the Animal Use Protocol (AUP) and the Pedagogical Merit Reviewer comments in order to determine its acceptability both ethically and in practice.

Roles and Responsibilities

Vice President (Research) Office is responsible to

- Ensure a mechanism is in place to undertake pedagogical merit reviews in alignment with this policy, e.g. maintain the Merit Review Committee

Merit Review Committee is responsible to

- Maintain a list of potential pedagogical merit reviewers that encompasses the types of teaching and training associated with ACC-approved AUPs
- Act as liaison between the PI, pedagogical merit reviewers and the ACC to resolve any outstanding questions or concerns arising from pedagogical merit reviews
 - Provide the PI with the results of the pedagogical merit review; forward reviewer comments and questions
- Provide the ACC Coordinator with the completed Pedagogical Merit Review Forms
- Maintain a record of all pedagogical merit reviews undertaken; provide the record to internal and external regulators, as requested

Pedagogical Merit Reviewers are responsible to

- As applicable, immediately upon request for review identify themselves as not meeting CCAC's requirements for 'independent' 'expert' pedagogical merit reviewers, as defined within this policy
- Follow the associated Procedures document

Principal Investigators (PIs) are responsible to

- As required by this policy, submit the request for pedagogical merit review to the Merit Review Committee as per the related Procedures document in advance of AUP submission
- Respond to pedagogical merit reviewer questions in a timely manner

- Forward any concerns associated with feedback or the related review process to the Vice President (Research) Office

The ACC Coordinator is responsible to

- Identify AUPs requiring outstanding Pedagogical Merit Reviews
- Assist PIs with obtaining the required form, as per the related Procedures document
- Confirm with the Merit Review Committee the status of reviews
- Receive reviews from the Merit Review Committee and forward to the ACC along with the related AUP under review

References

MAPP 7.12 – Policy and Procedures for the Use of Animals in Research, Testing and Teaching
University Council on Animal Care.

Animal Use Protocols Policy (POL-002) and Procedures (PROC-002)

Canadian Council on Animal Care.

CCAC policy statement on: pedagogical merit of live animal-based teaching and training

Frequently Asked Questions – Pedagogical merit of live animal-based teaching and training

Revision History

Version	Date	Description of Changes	Author
00	05-30-18	New Policy	LT