

Tips for Creating a Teaching Protocol

A. Background

An AUP is required to cover activities such as class projects, demonstrations, exhibitions, public outreach events, or field trips that involve any use of animals, including activities that alter their natural habitat and behavior. While this does not include strictly observational studies of free-living animals, it does include alterations to natural or lab environments that impact the behavior or other attributes of an individual. Accordingly, “use” includes collection or manipulation of animals in the field as well as dissection of or collection of tissues from dead animals that were intentionally euthanized for said tissue collection or dissection. This federally mandated requirement ensures the ethical use of animals by minimizing pain or distress and reducing the numbers of individuals needed.

If you are uncertain as to whether your intended teaching or outreach activities require an AUP, please contact the OACU staff (acuc@berkeley.edu; 642-8855) to discuss your specific plans.

B. The eProtocol Form

There are several sections of the eProtocol form that pertain specifically courses that use live vertebrate animals (see also the Quick Guide on [Protocols Involving Field Research](#))

1) Are You Using

- a. **Teaching** - Check “Yes” to the first question, “**Are you using live vertebrate animals in teaching?**” if you will be teaching a course that involves the following:
 - i. Use of live vertebrate animals in a classroom or lab setting
 - ii. students conduct field research
 - iii. students participate in field trips that involve manipulating vertebrate animals or altering their natural habitat or behavior

NOTE: Select either “yes” or “no” for each question. If you select “yes”, click on the “Add” button to provide required information.

Are You Using?

NOTE: The questions below are used to identify special circumstances where:

- 1) Animals are used in teaching
- 2) Additional oversight by regulatory agencies may be required
- 3) Coordination with campus compliance committees may be required
- 4) Personnel health and safety issues need to be addressed

1. Are you using live vertebrate animals for teaching? *

☒ Yes ☐ No

Teaching	Add	Delete
Please click on Add to add Teaching		

Click “Yes” and then “Add” to provide additional course information.

- iv. Click on the “Add” link to answer specific questions regarding the course. You should submit a separate protocol for each separate course.

Note: * denotes mandatory field.

Teaching		Save	Cancel
Title and Course Number (e.g., BIOL 101) *	<input type="text"/>		
Semester(s) Offered:	<input type="text"/>		
Teaching Format (Check all that apply): *			
<input type="checkbox"/> Classroom Demonstration			
<input type="checkbox"/> Supervised Laboratory			
<input type="checkbox"/> Field Trip			
<input type="checkbox"/> Individual Research Project (e.g., 199,299)			
<input type="checkbox"/> Other (please describe)			
<input type="text"/>			
Course Description			
i. Educational Goal(s) of the course	<input type="text"/>		
ii. Student Characteristics	<input type="text"/>		

- 2) *If you need additional information for sections below, please refer to the Quick Guides for each section, provided on the ACUC website at https://acuc.berkeley.edu/eprotocol_guides.html.
- a. **Rationale**
 - i. The Protocol Title can be updated in this section.
 - ii. All questions regarding the Objectives of the teaching course must be addressed.
 - iii. Animal Numbers: The type of experiments that will involve the use of animals in a teaching setting must be listed here along with the number of animals that will be used in each experiment. The numbers should add up to the total number requested in the Species section. A method in determining animal numbers and/or experimental group sizes must be checked in this section as well.
 - b. **Protocol Information**
 - i. All procedures involving the use of live animals must be listed and described in this section. For each procedure, you will be asked to provide animal numbers, procedure location, and selection of pain categories (for more information regarding pain categories, see our guidelines on [Assigning Pain and Distress Categories to ACUC Protocols](#)).
 - c. **Husbandry**
 - i. This section covers any transportation of animals, non-standard housing requirements, non-standard husbandry, and/or non-standard experimental requirements. Check all that apply and provide justification in each section as applicable.
 - d. **Animal Disposition**
 - i. This section covers final disposition of the animals used in the protocol. Options include euthanasia (primary and secondary methods must be listed), None (i.e. no euthanasia with description of final disposition), or Other (i.e. euthanasia that is an exception to AVMA Euthanasia Guidelines).