

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE

MEETING CALENDAR

University of Puerto Rico Medical Sciences Campus
Chancellor Office / Deanship for Research
EPS Building 2nd floor Office #200
Tel: (787) 282-0031 or (787)758-2525 x 1836

June 13, 2025

Faculty, Researchers, Research Administrators, and Students:



Elizabeth Rivera, DVM
IACUC Chairperson

P/C Dr. Myrna L. Quiñones Feliciano, MD, JD
Chancellor

The UPR/MSU Institutional Animal Care and Use Committee (IACUC) meets on the first Friday of each month. Be advised that to avoid a lapse in approval, the original copy of the renewal form and all the required documentation must **be received in the office no less than two (2) months before the expiration date. Incomplete submissions will not be accepted.**

We are sharing with you the IACUC meeting calendar and the deadlines for the submission of documents to be considered in each meeting. Documents are available on <https://committees.rcm.upr.edu/iacuc/>

When to submit required documents:

A new protocol submission will be required to continue a research beyond the approval period. Failure to submit on time will result in all people listed under this protocol losing access to animal facilities and animal ordering, and may potentially result in the termination of the protocol

Where to submit the required documents:

One (1) original of all documents must be submitted directly to the IACUC office at *Escuela Profesiones de la Salud* (EPS) Office #200, and an electronic copy to: carmen.ramos8@upr.edu. Remember to convert all signed documents to PDF format before submitting the electronic copy.

What are the steps to submit the required documents?

- (1) Submitted with no less than **two (2) months** before the expiration date.
- (2) Before submitting the final documents, contact the IACUC office at (787) 282-0031 for a preview.
- (3) Submit documentation to the Attending Veterinarian. The Veterinarian must review and sign the ASPF before it is submitted to the IACUC.
- (4) Submit one (1) original copy to the office and an electronic PDF copy to carmen.ramos8@upr.edu

| Meeting Date | Deadline to Submit Documents to the Attending Veterinarian (if applies) | Deadline to Submit Documents to IACUC Office |
|---------------------------|---|--|
| Friday, August 15, 2025 | Friday June 20, 2025 | Friday July 11, 2025 |
| Friday, September 5, 2025 | Friday, August 8, 2025 | Thursday, August 14, 2025 |
| Friday October 3, 2025 | Friday, August 29, 2025 | Friday, September 12, 2025 |
| Friday, November 7, 2025 | Thursday, October 2, 2025 | Friday, October 17, 2025 |
| Friday, December 5, 2025 | Thursday, November 6, 2025 | Tuesday, November 18, 2025 |
| Friday, January 16, 2026 | Wednesday, December 10, 2025 | Friday, December 19, 2025 |