

Clemson University

Institutional Animal Care and Use Committee (IACUC)

Policy Number: 1.9

Policy Title: Using Media Created During AUP Activities

Section 1: Purpose

This policy addresses recordings of animal activities for the purposes of research, teaching, testing or demonstration. It aims to protect the confidentiality and integrity of Clemson's research and teaching and to assure respect for the privacy and safety interests of faculty, staff, and students by describing the allowable use of recordings associated with Animal Use Protocols.

For more information on appropriate media use at Clemson University, please refer to the Media Use Guidelines (Appendix).

Users should be aware that media created for research purposes may be subject to public record requests.

Section 2: Scope

Media subject to this policy includes images or recordings of activities covered by active or expired CU IACUC Animal Use Protocol (AUP) created by Clemson personnel and/or other members of research teams, or in the conduct of authorized inspections. Please contact iacuc@clemson.edu with questions.

For security reasons, any other recordings of animals or animal use not covered by an AUP or authorized inspection on any Clemson University Animal Facility require permission of the Facility Manager.

If media use falls outside of the scope of this policy, contact [Marketing and Communications \(MARCOM\)](#) for guidance.

Exemptions

Images and videos collected for the following purposes are exempt from this policy:

- Images collected during authorized inspections may be shared internally, such as presentations to the IACUC.
- Images and videos of animals for the purpose of University marketing or media relations.
- Images and videos of animals presented in livestock shows for the purposes of livestock marketing or media relations.

- Media collected of animals on an approved AUP for the purpose of veterinary care and/or training Clemson University personnel.

Section 3: Policy

Media depicting animal activities conducted under an AUP may require IACUC review. This policy grants authority to the IACUC to review media captured during approved AUP activities.

Media use (film/digital camera, camera phone, digital recorder, sound recorder, and/or live streaming equipment) as part of observation, recording, or data collection must be described in the AUP. Please refer to the Media Use Guidelines (Appendix) for additional information on media collection.

Media Use Requiring No Additional IACUC Review:

Images or recordings that are described on an approved AUP do not require additional IACUC approval as long as it is used for one of the following:

- Manuscripts for peer-reviewed scientific journals or book chapters.
- Scientific meeting presentations (poster or oral).
- Professional manuscript review services.
- Educational and training programs where a University faculty or staff member monitors and approves the content of the program.
- Internally shared media between University personnel and PI for purposes of questions/guidance.
- Media of IACUC-approved activities used for the purpose of recruiting students to a program.

Media Use Requiring Additional IACUC Review:

If the images/recordings do not fall under the conditions above, any collection and/or dissemination of images of animal care and use activities is subject to IACUC review and must adhere to the following procedure:

1. Submit edited recording(s) to the IACUC Office. Please contact the IACUC Office for submission instructions.
2. The review will include an evaluation of the appropriate representation of the University's animal program, congruency with the approved AUP procedures and amendments, proper use of personal protective equipment, and other situation-dependent criteria. Reviews will be performed by the Director of the Office of Research Compliance, the IACUC Administrator, the University Veterinarian, the IACUC Chair, and/or a designated IACUC member. Reviews can occur at any time and are not tied to the IACUC meeting schedule. However, a reviewer may request that the full committee review the recording at the next convened committee meeting.

3. The PI will receive approval or withholding of approval of the recording from the IACUC Administrator. Recordings may be used only for the intended purpose after approval is received. If approval is withheld, justification for the decision will be given to the PI in written form.

Media covered by this policy is not permitted to be posted on personal social media outlets or any other non-University-sanctioned use without IACUC approval. Facility Managers and Principal Investigators are responsible for ensuring students are aware of the contents of this policy and should encourage students not to post videos or images of Clemson-owned animals on social media or other platforms. PIs are strongly encouraged to discuss this policy in course-specific materials.

Media of Animals or Animal Use not Covered by an AUP:

For security reasons, any other recordings of animals or animal use not covered by an AUP or authorized inspection of a University Animal Facility require permission from the Facility Manager prior to collection.

References

[LSU Health Media Policy](#)

APPENDIX

Media Use Guidelines

The IACUC recommends the following:

1. Complete the IACUC Media Training module in CITI (www.citiprogram.org).
2. If the media is to be used for instruction:
 - a) Contact the library (subject liaison) for assistance with searches for existing media as possible alternatives.
 - b) Upload the material to SharePoint for secure storage. If other storage options are used, they must be secure. Please consult CCIT or Clemson Online to discuss the most secure and best-quality solution.
3. All persons in the recording must wear appropriate personal protective equipment.
4. Animals should be shown in clean surroundings with unnecessary items removed.
5. References to personal information should not be visible. Personnel should be made aware and should grant permission before being recorded.
6. When possible, media should not be taken of animals in distress, and images and recordings should focus on the area of interest.
7. For internal communications, media sharing through videotelephony (i.e., FaceTime, Teams, Zoom, etc.) between laboratory personnel is strongly encouraged in lieu of media sharing through email and messaging services.
8. Encrypted file transfer is strongly recommended for the transmission of these images/videos.
9. Media should be taken on or transferred to password-protected devices and deleted from all non-password-protected devices whenever possible.
10. Contact Clemson Online for the best method to share media with your audience.

References

LSU Health Media Policy