

NIL Lab Member Expectations

Researchers (students, post-docs, collaborators, etc.):

- These will vary depending on the project, but in general
- Learn animal surgical procedures
- Learn 2P equipment operational procedures
- Learn Camera equipment operational procedures
- Learn Electrophysiology equipment operational procedures
- Learn Lab clean-up procedures
- Complete IACUC Training
- Complete Laser Safety Training
- Complete Controlled Substance Training
- Help with animal care as needed (your animals or animals from other lab members/collaborators)
- Attend all group meetings, present and participate
- Complete yearly evaluation or progress report by the end of January

Students:

- ALL ABOVE and
- Complete coursework and remain in good academic standing
- Train animals (with help of other students and undergrads)
- Conduct experiments with PI at first then independently
- Guideline minimum of 3 papers for graduation
- Guideline of 1 abstract per year
- Guideline 1 conference per year
- NO repeated abstracts
- Attend all group meetings, present and participate

Post-docs:

- Independent experiments
- Guideline minimum 1+ paper per year
- Guideline 1+ conference abstract/attendance per year
- NO repeated abstracts
- Attend all group meetings, present and participate

Before starting ANY experiment:

- Animal transport equipment (box and/or cart) is CLEAN, wipe if necessary
- Animal is in correct IACUC protocol
- LABEL ANIMALS when USING MULTIPLE ANIMALS (or TAG them)

- ALL SURFACES ARE CLEAN (microscope handles, ALL surfaces, ABSOLUTELY NO BLOOD or animal remains or cage bedding can be observed upon VISUAL INSPECTION)

After concluding experiments

- WIPE ALL SURFACES, LEAVE WET
- NO BLOOD, NO ANIMAL FAECES OR HAIR, NO VISIBL ANIMAL BLEEDING
- CLEAN ALL EQUIPMENT
- CLEAN ALL TOOLS
- RETURN TOOLS, treadmills to the appropriate location
- TURN OFF Laser
- TURN OFF Camera
- TURN OFF Light sources
- TURN OFF everything else
- Make sure CORRECT ANIMAL is in the CORRECT CAGE
- Make sure ANIMAL is in CORRECT IACUC protocol
- FILL OUT PROCEDURE CARD or TREATMENT SHEET if necessary
- RETURN ALL MICE to DLAR animal facility
- Place cards in the IACUC/DLAR bin at the animal facility if necessary
- Return empty cages to DLAR animal facility
- NOTIFY Lab Manager or PI if EQUIPMENT IS NOT FUNCTIONING, MISSING PARTS, UNCLEANABLE

IF YOU HAVE NOT ENSURED THESE TASKS ARE COMPLETED, PLEASE GET IN TOUCH WITH ANOTHER LAB MEMBER or PIs TO FINISH CLEAN-UP

I have read and understand my expectations for working in the lab.

Name: _____

Date: _____