

Policy Number/Title: 2.4.07 Responsible Conduct of Research
Effective Since: 04/01/2023
Last Revision Approved: 04/01/2023
Responsible Office: Grants and Sponsored Research Development; Academic Affairs

1. Scope:

Faculty, staff, students

2. Definitions:

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3. Policy:

RCR Training will include the following topics:

- Conflict of Interest – personal, professional and financial
- Policies regarding human subjects, live vertebrate animal subjects in research, use of bio-hazardous materials and safe laboratory practices
- Mentor/Mentee responsibilities and relationships
- Collaborative research including collaborations with industry
- Peer review
- Data acquisition and laboratory tools; management, sharing and ownership
- Research misconduct and policies for handling misconduct
- Responsible authorship and publication
- The scientist as a responsible member of society, contemporary ethical issues in biomedical research, and the environmental and societal impacts of scientific research



The Principal Investigator and Department Chair will be responsible for ensuring that all undergraduate and graduate students working on NSF or NIH supported research projects within their areas have received RCR training either at the onset of the project or within 1 year of the start date of the project. Certification of this training must be submitted to the office of Grants and Sponsored Research Development (GSRD) within one year of the start of the research project for each student working on the project. Once a certificate has been submitted, it will remain in effect until the student graduates from the University, but not longer than four (4) years.

This policy relies on the commitment of the Principal Investigator and Department Head in ensuring that all students involved in NSF or NIH sponsored research receive RCR training. GSRD will provide oversight to ensure training programs are complete and meet requirements as stated in NSF and NIH guidelines, and that Certificates of RCR Training are submitted for students involved in research in a timely manner.

4. Procedures:

This section was intentionally left blank.

5. Resources:

This section was intentionally left blank.

6. History of Revisions:

04/01/2023	Minor Revisions
04/20/2021	Minor Revisions
06/01/2020	Policy first established

7. Approvals:

Responsible Officer Signature/Date:

Vice President/Senior Administrator Signature/Date:

President Signature/Date: