RESPONSIBLE CONDUCT OF RESEARCH TRAINING PLAN

Purpose

The University seeks to educate its students in the responsible conduct of research such that students not only learn appropriate methodologies for conducting research in their respective disciplines but also receive training and mentoring with regard to the ethics involved in undertaking such activities. This Policy is intended to comply with the federal regulations concerning the appropriate training and oversight in the responsible and ethical conduct of research (America Creating Opportunities to Meaningfully Promote Excellence in Technology, Education, and Science (COMPETES) Act (42 U.S.C. 1862o-1), Section 7009).

Scope

This Responsible Conduct of Research (RCR) Training plan applies to all Investigators employed by the University of the South who intend to pursue funding (including contracts, cooperative agreements, grants and fellowships) from the National Science Foundation (NSF).

General Policy

The NSF requires that an institution have a plan in place to provide appropriate training and oversight in the responsible and ethical conduct of research for undergraduate students, graduate students, and postdoctoral researchers participating in the proposed research project. The RCR training requirement flows down to all subaward recipients associated with the proposed research project. The Investigator is expected to either provide or oversee RCR training for each student serving as a research assistant on the project **before** the student assumes his/her research responsibilities. The NSF also requires that an institution must designate one or more persons to oversee compliance with the RCR training requirement, including verification that training has taken place, before any work begins on the research project. The University's designated RCR training coordinator is the Sponsored Research Officer.

Procedure

The NSF allows institutions to determine both the content and the delivery method for the training that will meet the specific needs for RCR training. The University suggests that Investigators use the relevant RCR tutorials available through the National Center for Professional & Research Ethics' Ethics CORE (Collaborative Online Resource Environment) website (www.nationalethicscenter.org) and the U.S. Department of Health and Human Services' Office of Research Integrity's website (https://ori.hhs.gov). The University recognizes that because there are differences across scientific disciplines with regard to subjects and methodologies, Investigators may substitute RCR training material that is more appropriate for their students. For instance, a faculty member may decide to use the material presented in the suggested module(s) as a starting point for individual or group discussion, supplemented by additional material not covered by these tutorials.

The Investigator is expected to complete certification forms for each student serving as a research assistant on the project **before** the student assumes his/her research responsibilities. A given certification form is only applicable for the research project specified on the form. If the student is assisting in another project, a separate form must be signed and submitted.

Responsible Conduct of Research Training Certification Form

Project Title: _____

       Prior to beginning RCR training, discuss with your research assistant which basic module(s) from either RCR website (www.nationalethicscenter.org or https://ori.hhs.gov) may be appropriate for your area of research and your expectations for how you want them to demonstrate to you their mastery of the material covered. After training, mark on this sheet which modules from the websites have been completed. Please sign, date and submit this form to the Sponsored Research Office (Walsh-Ellett Hall 312). **Every student research assistant who is receiving NSF funds (support from salary and/or stipends to conduct research on NSF grants) must complete and submit this form.**

       If you are using additional or alternative materials to train your student in the RCR topics that may or may not be covered in the on-line modules, please detail with printed attachments the materials you're using and for what specific topics. After training, you and your student must sign that the training has taken place; this documentation must be submitted before research begins.

       If you have any questions about this process, please contact the University's Sponsored Research Officer, Dr. Pollyanne Frantz at frantzps@sewanee.edu or 931-598-1395.

__Animal Care

__Collaborative Science

__Conflicts of Interest and Commitment

__Data Acquisition, Management, Sharing, and Ownership

__Human Subjects

__Mentor/Trainee Responsibilities

__Peer Review

__Publication Practices and Responsible Authorship

__Research Misconduct

_____   _____
Faculty Mentor's Name (please print)   Student Researcher's Name (please print)

_____   _____
Faculty Mentor's Signature & Date   Student Researcher's Signature & Date