

Rose-Hulman Institute of Technology
Responsible Conduct of Research
Policies and Procedures

Background:

Section 7009 of the America COMPETES Act requires that "each institution that applies for financial assistance from the Foundation for science and engineering research or education describe in its grant proposal a plan to provide appropriate training and oversight in the responsible and ethical conduct of research to undergraduate students, graduate students, and postdoctoral researchers participating in the proposed research project."

NSF's Implementation Plan [74 FR 42126-42128 (August 20, 2009)]:

"Effective January 4, 2010, NSF will require that, at the time of proposal submission to NSF, a proposing institution's Authorized Organizational Representative certify that the institution has a plan to provide appropriate training and oversight in the responsible and ethical conduct of research undergraduates, graduate students, and postdoctoral researchers who will be supported by NSF to conduct research. While training plans are not required to be included in proposals submitted to NSF, institutions are advised that they are subject to review upon request. NSF will formally implement the new RCR requirement via an update to the NSF Proposal and Award Policies and Procedures Guide (PAPPG). It is anticipated that the revisions to the PAPPG will be issued on October 1, 2009. NSF also will modify its standard award conditions to clearly stipulate that institutions are responsible for verifying that undergraduate students, graduate students, and postdoctoral researchers supported by NSF to conduct research have received RCR training."

Administration

The Vice President of Academic Affairs and the Vice President of Finance have assigned responsibility to the Office of Sponsored Programs to coordinate the implementation and oversee compliance with the NSF requirement for RCR education.

Undergraduates, Grad Students, Post Doctoral Researchers

All students who will receive support from an NSF funded project must successfully complete the Responsible Conduct of Research (RCR) training consisting of the online CITI modules. The RCR topic areas include: Research Misconduct, Data Management, Conflict of Interest, Collaborative Science, Responsible Authorship, Mentoring, Peer Review, Lab Animals and Human Subjects. Training must be completed prior to employment. Successful completion will be documented by the certificate generated by the online training program. The Office of Sponsored Programs will receive an automatic email notification upon successful completion of the CITI Course.

This general RCR training does not replace specific instruction related to human subject research and research involving animals that is required for certain research in accordance with federal regulatory requirements. For more information on those requirements, see Sponsored Programs Office at RHIT at www.rose-hulman.edu/SponsProg.

Payroll for students who have not successfully completed the on-line training will be charged to the departmental budget until confirmation of completion is received by the payroll office. At that time, a transfer will be made to the appropriate sponsor account.

The Sponsored Programs Office will send a reminder to the PI with budget information upon award set-up, indicating that students must complete on-line training prior to being hired on the project.

Revised policy approved by the Cabinet 9/22/2010.