Responsible Conduct of Research (RCR)

Northern Oklahoma College

Purpose and Scope

As part of The 2007 America COMPETES Act (ACA), "Institutions that apply for financial assistance from NSF for science and engineering research or education should include a plan in their grant proposals for appropriate training and oversight in the responsible and ethical conduct of research to undergraduate students who will participate in the proposed research project" (NSF, 2010).

Federal Funding agencies, including National Institutes of Health (NIH) and the National Science Foundation (NSF) require that Northern Oklahoma College (NOC), as a condition of receiving funding, has a policy and procedure in place to provide formal training in RCR for students, faculty, and staff supported by federal grant funds.

All institutions submitting proposals to NSF must certify that they have a training plan in place. According to the ACA requirement, NOC has implemented a policy that establishes the minimum RCR training requirements for Researchers and Principal Investigators (PI's):

1. Successful completion of the web-based Collaborative Institutional Training Initiative (CITI) RCR modules, and
2. Discipline specific mentoring by the PI and lead investigators shall be provided to the student(s) involved in research as part of the funding.

All PI's, Co-PI's and students shall complete this training within ninety (90) days of receipt of the award if the training has not previously been completed.

Policy

Upon receipt of an award, the Grants Coordinator will ensure that the PI is aware of the training requirements and that the Director of Institutional Research has been notified. The PI is responsible for ensuring that the appropriate training is completed and documented for all affected personnel on within the NSF project. The PI must inform all required personnel of the CITI training requirement at the time of their appointment, the allotted time for completion, and consequences for not meeting the requirement.

CITI Responsible Conduct of Research (RCR) Course

NOC is making use of the CITI as a component of training in the area of RCR. This online training program consists of a series of tutorial modules focusing on different aspects of RCR and is intended for anyone engaged in research. The training is appropriate for faculty, staff and

students conducting research in the natural sciences, physical sciences, social/behavioral sciences, humanities, fine arts and engineering.

Modules include instructional material (required) and additional optional case studies and suggested readings. At the end of each module is a short quiz. The results of the quiz are recorded and provided to you. You MUST SUPPLY A COPY to the Director of Institutional Research and the Grants Coordinator. You must have a cumulative score of 80% to pass/complete the course.

Procedure

Please note that this course may not be used to satisfy NOC requirements for training in animal care and use, or human subjects research protections. For more information, please see the Institutional Review Board (IRB) policy: http://www.noc.edu/institutional-research

Follow the link to the CITI website regarding the training: https://www.citiprogram.org/index.cfm?pageID=154&icat=0&clear=1

Since NOC is not a regular subscriber, you will have to register as an *Independent Learner* (fees apply). Fees charged may be considered for reimbursement, e.g., Faculty Development, Staff Development, Departmental etc.

Questions or Assistance

Director of Institutional Research
Academic Affairs, RM 108D
Phone: 580-628-6448

Grants Coordinator
Academic Affairs, RM 108E
Phone: 580-628-6399
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References

NSF. (2010, January). *Chapter IV- Grantee Standards*, NSF 10-1. Retrieved from NSF: http://www.nsf.gov/pubs/policydocs/pappguide/nsf10_1/aag_4.jsp