



## ORSP Responsible Conduct of Research (RCR) Policy

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At California State University, East Bay, undergraduate students, graduate students, postdoctoral researchers, faculty, and staff receiving financial support (including salaries and wages, tuition, and stipend) from NSF, NIH, USDA-NIFA, and from other agencies per agreements, are required to receive instruction in ethical considerations and decision making in the Responsible Conduct of Research that is appropriate for their disciplines. In addition, all Principal Investigators, Co-PIs, and Project Directors must be aware of reporting requirements of CSUEB's Research Misconduct Policy. This policy is intended to comply with federal sponsoring agencies' current and emerging requirements including, but not limited to, the National Science Foundation (NSF), the National Institutes of Health (NIH), and the USDA National Institute of Food and Agriculture (USDA – NIFA).

### DEFINITIONS

Responsible Conduct of Research (RCR) is defined by NIH, "...as the practice of scientific investigation with integrity. It involves the awareness and application of established professional norms and ethical principles in the performance of all activities related to scientific research." Moreover, the NSF states that RCR is "critical for excellence, as well as public trust, in science and engineering. Consequently, education in RCR is considered essential in the preparation of future scientists and engineers."

### SCOPE

California State University's Responsible Conduct of Research Compliance Policy requires undergraduate students, graduate students, postdocs, participants, principal investigators, key personnel, and others as described in awards and regulations, receiving financial support (including salaries and wages, tuition, and stipend) awards to receive training in Responsible Conduct of Research (RCR).

The objectives of RCR training:

- Encourage best practices in the conduct of research and scientific investigations.
- Foster an ability to recognize an ethical choice and the ability to make a principled decision.
- Provide accessible educational opportunities and resources designed to help individuals meet Responsible Conduct of Research training requirements of the sponsoring agency.

Individuals must complete RCR training within an appropriate time frame. Failure on the part of the individual to complete the necessary training may result in termination of financial support.

It is the responsibility of the Principal Investigators to ensure that the individuals engaged in research are informed of the requirement and that the requirement has been met. Moreover, it is the responsibility of the Principal Investigator to provide mentoring in RCR through discussions of RCR topics and through oversight of individuals' research.

## **ROLES & RESPONSIBILITIES**

### **ORSP**

- Upon verification that an NSF, NIH, USDA-NIFA, or other award with RCR training requirements is received, ORSP staff notifies the PI of this training requirement when applicable. This can be done prior to orientation.
- Provide access to RCR training to all required personnel (e.g., CITI, webinars, in-person sessions).
- In collaboration with PI(s), receives verification of training completion.
- Reports all instances of willful non-compliance to the Institutional Official.

### **Principal Investigator (PI)**

- Ensures all personnel subject to RCR training requirements completes the training within an appropriate timeframe while working on an awarded project.
- Maintains records of completion for all personnel who are working on their funded projects that are subject to this training requirement.
- Notifies ORSP of any change in personnel to ensure compliance with this policy.