The University of West Georgia (UWG) endorses Responsible Conduct of Research (RCR) on its campus and expects its employees and students to abide by pertinent rules, policies, guidelines and regulations. The RCR Plan involves the education and mentorship of faculty, staff, and students involved in projects sponsored by the National Science Foundation (NSF) and the Public Health Service (PHS) at UWG.

RESPONSIBLE CONDUCT IN RESEARCH TRAINING PLAN

UWG’s RCR training plan is intended to satisfy minimum baseline requirements of Section 7009 of the America COMPETES Act. It is understood that RCR can be taught and learned in many ways and that standards can vary from discipline to discipline. Thus, departments, programs, and principal investigators are strongly encouraged to provide training that goes beyond the minimum requirements, varying content and delivery modes in such a way that the supplemental training addresses the specific needs, issues, and concerns of the discipline.

NSF


Section 7009 (42 USC 1862o–1) requires that all grant applications for financial assistance from the NSF for science and engineering research or education include a description in each 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. To that end, the Office of Research & Sponsored Projects (ORSP) has developed procedures for meeting the minimum requirements.

For those individuals in need of NSF-compliant training, the ORSP provides online RCR training modules through the Collaborative Institutional Training Initiative (CITI) at no cost to students, faculty, and staff. The modules cover:

- Misconduct;
- Responsible Authorship and Publication;
- Plagiarism;
- Conflict of Interest;
- Data Acquisition and Management;
- Responsible Peer Review;
- Responsible Mentoring;
- Responsible Collaboration.

This institutionally-sponsored training is in addition to any program-driven training offered to students by their respective colleges and departments.

These CITI modules provide the minimum training to augment discipline-specific training that must be provided by the college, department and/or supervisor.

NIH

The National Institutes of Health (NIH) requires that all trainees, fellows, participants and scholars receiving support through any NIH training, career development award (individual or institutional), research education
grant, and dissertation research grant must receive instruction in responsible conduct of research. This policy became effective January 25, 2010 and applies to the following programs: D43, D71, F05, F30, F31, F32, F33, F34, F37, F38, K01, K02, K05, K07, K08, K12, K18, K22, K23, K24, K25, K26, K30, K99/R00, KL1, KL2, R25, R36, T15, T32, T34, T35, T36, T37, T90/R90, TL1, TU2, and U2R, and any NIH program funded by NIH which requires RCR training in the funding opportunity announcement. OT-OD-10-019 http://grants.nih.gov/grants/guide/notice-files/NOT-OD-10-019.html.

CITI training in Responsible Conduct in Research training is required for each trainee, fellow, participant, and scholar receiving support. Additionally, the NIH requirements highly encourage multiple forms of RCR training, including formal courses, small-group discussions, and instruction by research training faculty members. The Office of Research & Sponsored Projects staff will work with faculty members to create a compliant training program, which will include significant face-to-face interaction and participation. The plan will include continuing and ongoing training in research ethics throughout each year of the funded NIH project.

RESPONSIBILITIES FOR RCR TRAINING PLAN IMPLEMENTATION
Responsibility for compliance with the NSF and NIH RCR mandates rests primarily with principal investigators. Training requirements are as follows:

Training requirements
- Principal Investigators, co-investigators, and senior personnel submitting proposals on or after January 1, 2015 are encouraged to complete training through the CITI RCR training course at the time of new proposal submission to NSF or NIH.
- Principal Investigators shall identify undergraduates, graduate students, and post-doctoral associates, trainees, fellows, participants, and scholars receiving support to be hired on NSF or NIH-funded projects and ensure completion of RCR CITI training within 60 days of employment.
- Students completing CITI training should provide the PI with the CITI completion certificate. This certificate should be kept on file by the PI for annual certification to the ORSP.
- Annually, the PI shall complete a Responsible Conduct of Research Training Certification, attach all student CITI certifications and submit these to the Office of Research & Sponsored Projects Research Compliance Officer by January 31 of each year. Forms can be found on the ORSP Compliance web page.
- Additionally, NIH funded PI’s with trainees, fellows, participants, and scholars receiving support from NIH-funded projects must keep all attendance records for their individual RCR training program and submit this documentation with their annual certification.

Please contact Charla Campbell for any questions you might have or for help using the site. charlac@westga.edu.

The CITI RCR modules are available at https://www.citiprogram.org/.