

Responsible Conduct of Research Training Policy

Binghamton University provides Responsible Conduct of Research (RCR) training to support ethical research, student educational experiences, and in response to mandates by the National Institutes of Health (NIH), National Science Foundation (NSF), and the United State Department of Agriculture (USDA). RCR training is required for all trainees, fellows, participants, and scholars; including undergraduate students, graduate students, and postdoctoral researchers receiving support through NIH (i.e., training, career development, research education, dissertation research), NSF, and USDA. All RCR training opportunities are designed to be in full compliance with these requirements, and are supported by the Division of Research and the Office of Research Compliance. The University regards RCR training as a critical educational component for students engaged in research. RCR trainings are tailored to meet the specific needs of each individuals' area of study. Binghamton University provides the campus community with an array of Collaborative Institutional Training Initiative (CITI) courses for online education, individual trainings, and workshops. RCR opportunities are open to undergraduates, graduate students, faculty, staff, and administrators.

Format

The RCR training program is designed for disciplines campus wide, providing program-focused content specific to disciplines found at Binghamton University. Trainings are provided through CITI online courses, as well as Face-to-Face (F2F) workshops. Information about these trainings can be found at <http://binghamton.edu/research/compliance/responsibleconductofresearch.html>. CITI offerings and RCR workshops are communicated directly to the Principal Investigators (PIs) by the Office of Research Compliance, and to the campus community through various outreach feeds.

The CITI RCR requirements for identified individuals is to be addressed within the first semester of their research participation, and documentation of course completion will be verified by the Office of Research Compliance.

Face-to-Face (F2F)- Individuals participating in a NIH program that requires F2F RCR training will engage in no less than eight (8) contact hours of RCR training (unless the funded program is of short duration by design). F2F workshops will range in audience size and be kept at a level to allow for meaningful participation. The F2F workshops will be held each term (fall, spring, summer) and range in duration to accommodate varied schedules. Subject matter may include but is not limited to: Data Management; Sharing and Ownership; Responsible Authorship and Publication; Mentor/Mentee Relationships; Animal Welfare and the IACUC; Human Subject Protections and the IRB; Mentoring; Peer Review; Safety in Research-Importance and Implications; COI; Foreign Influence; Export Control; Ethics and Interactive Debates on Ethical Dilemmas through case studies; and Intellectual Property. Faculty and staff from across disciplines and departments will serve as speakers. Each PI will conduct F2F RCR training with those individuals engaged in research under their award in one-on-one and/or in small group settings. Staff from Research Compliance, Intellectual Property, Environmental Health and

Safety, Radiation Safety, Occupational Health and Safety, and subject matter experts will supplement these trainings to ensure ethical, responsible, and safe conduct of research. One-on-one and small group trainings in animal research are conducted by the Laboratory Animal Resources staff and research faculty prior to such research engagement and in continuum.

Compliance

Upon notice of an applicable award, the Office of Research Compliance will contact the PI to identify individuals that will be engaged in the research activities under that award. Once identified, the Office of Research Compliance will contact these individuals to develop an RCR training plan. Additionally, The CHIPS Act of 2022 requires that PIs and senior key personnel who have received an NSF award after August 1st, 2022 complete RCR and Export Control training. Additionally, all senior key personnel on federally funded awards are required to complete Conflict of Interest training as per the Binghamton University COI policy.

Documentation of completion of both CITI and F2F components will be maintained by the Office of Research Compliance in close coordination with the PIs. Documentation will include the participant's name, email address, PI, activity, date of completion of activity, and CITI completion certificate number(s), and be provided to the granting agency upon request. At the beginning of each semester and each summer term, the Office of Research Compliance will contact the PIs to identify any new individuals being added to their research team that will require all required training.

Training in responsible and ethical conduct in research is an ongoing effort to occur throughout a researcher's educational experience and career. All training is to be completed no less than once every four years. The Office of Research Compliance will encourage training to occur as early as possible for undergraduate students, graduate students, and postdoctoral researchers and be completed in a timely manner. Individuals will be instructed to complete applicable online CITI trainings within 30 days of notice, and those individuals who are required to complete F2F training will be notified in advance of various opportunities. PIs will be notified when an individual under their award has satisfied the requirement or is delinquent in CITI RCR course completion, F2F engagement, or overall training obligations. Non-compliance of training responsibilities may result in the suspension of funds until responsive actions are taken by the PI.