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) and National Science Foundation (NSF). RCR training is required for all trainees, fellows, participants, and scholars; including undergraduate students, graduate students, and postdoctoral researchers receiving support through NIH awards (i.e., training, career development, research education, dissertation research) and most NSF awards. 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 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; Personal, Professional and Financial Conflicts of Interest; 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 and Occupational Health and Safety 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 NIH or NSF 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 a RCR training plan. Additionally, The CHIPS Act of 2022 requires that PIs who have received a NSF award after August 1st, 2022 complete RCR and Export Control training.
Documentation of completion of both online and F2F components will be maintained by the Office of Research Compliance in close coordination with the PIs. Those engaged in the RCR activities will be made aware of their progress, as well. 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, the Office of Research Compliance will contact the PIs to identify any new individuals being added to their research team that will require RCR training.

RCR training is an ongoing effort to occur throughout a researcher's educational experience and career. The NIH requires that RCR training 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 RCR training obligations. Non-compliance of RCR training responsibilities may result in the suspension of funds until responsive actions are taken by the PI.