

# CAMERON UNIVERSITY

## Responsible Conduct of Research Plan Policy

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### Policy Statement

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Effective January 1, 2010, all undergraduate and graduate research assistants, postdoctoral researchers, and principal investigators receiving external research funding from NSF must engage in Responsible Conduct of Research (RCR) via the training provided by the Oklahoma State Regents for Higher Education (OSRHE). Training in the responsible conduct of research is an essential component of higher education and an important element in the implementation of Cameron University's Strategic Plan to enhance student learning. The responsible conduct of research requirement mandates that: 1) The institution will determine the content, frequency, and delivery method of the training; 2) Any student who is being paid by or receiving support (salary and/or stipends) to conduct research through an award and/or subaward from NSF is required to complete the training program; 3) The institution will track, verify, and keep records that students have completed the training program.

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### Who Should Know This Policy

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|---------------------|------------------------------------|
| President           | √ Faculty                          |
| √ Vice Presidents   | Other Accounting/Finance Personnel |
| √ Deans             | Students                           |
| √ Department Chairs | Other Groups                       |
| √ Directors         | All Employees                      |

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### Responsibilities

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#### Responsible for Policy

University Officer Responsible  
Tony Wohlers

Director of Academic Research

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## **Procedure**

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### **STATEMENT OF PURPOSE:**

#### **1.0 Definitions**

- 1.1 Responsible Conduct of Research (RCR) is defined 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.

#### **2.0 General Guidelines**

- 2.1 All undergraduate and graduate research assistants, postdoctoral researchers, and principal investigators receiving external research funding from NSF must engage in RCR via the training provided by the Oklahoma State Regents for Higher Education (OSRHE) Oversight of the Responsible RCR is a responsibility shared by the Director of Academic Research in coordination with the Vice President for Academic Affairs.

#### **3.0 Procedures**

- 3.1. Cameron University is dedicated not only to learning and the advancement of knowledge but also to the development of ethically sensitive, socially responsible persons. The University charges faculty and students with shared responsibility for maintaining the academic integrity of the University in all respects. Accordingly, all students involved in NSF funded research required to complete the RCR training offered by the OSRHE in the fall or spring semesters. Based on 7.5 contact hours, RCR training at the OSRHE is organized around the following subjects: (1) Research Misconduct; (2) Human and Animal Research; (3) Data Management; (4) Conflict of Interest; (5) Collaboration; (6) Mentoring; (7) Authorship; (8) Peer Review; and (9) Undergraduate Research. In addition to the RCR training, regular follow-up discussion sessions regarding the responsible conduct of research will be led by the participating students' research mentor on the campus of Cameron University.

The Academic Research Support Center (ARSC) will track and record names, start dates, and RCR training completion dates of all affected students participating in the OSRHE RCR training and copies of the participation list provided by the OSRHE that indicate the successful completion of the RCR training will be retained in the appropriate ARSC project file.

#### **4.0 Consequences for Noncompliance and Oversight Contact**

Consequences for failing to complete RCR training in a timely manner may include:

1. Discontinuance from participation on the funded research project
2. Transfer of salary and related expenditures from the grant account to a departmental or other institutional account.
3. If a failure is noted during a future audit, the appropriate salary and related expenditures will be moved from the grant account to an institutional account. In addition, the finding may cause an expanded audit and require the University to pay penalties.

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## **Contacts**

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Policy Questions: Tony Wohlers, Director of Academic Research, (580) 581-2496

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## **Forms**

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In support of this policy, the following forms are included:

None

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## **Policy History**

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### **Policy**

Issue Date: January 25, 2012

Reviewed, no revision: February 2016

Revised: