SSU Training Plan for NSF/NIH Funded Programs

Format: NSF and NIH-funded faculty and trainees will complete formal and informal training on the ethical and responsible conduct of research, as appropriate. Training will include both face-to-face and online training. Online training complements but does not substitute for direct instruction. OSRA maintains a training series for RCR instruction, including the Collaborative Institutional Training Initiative Web-based Training Program (CITI). The SSU IRB and IACUC chairpersons are also available to provide more detailed training to faculty and trainees on their responsibilities for research involving humans or animals. It is recommended that there be at least 1 RCR workshop each year available to all faculty and students campus-wide that will include substantial face-to-face, small group discussions (case studies), 1 for students and 1 for faculty. The workshop will include presentations by expert consultants, the IRB and IACUC chairpersons, and other faculty discussion leaders. RCR training is integrated in SSU's curriculum, including the SSU Bioethics course; all NIH and NSF supported trainees are encouraged to complete this Bioethics course. In addition, all NSF/NIH supported faculty and trainees must complete the appropriate on-line CITI modules. NSF and NIH funded PIs are responsible for assuring the completion of this required training. The PIs of funded programs are encouraged to integrate RCR instruction formally and informally as part of the program activities (journal clubs, mentored research, and workshops).

Subject Matter: SSU RCR instruction covers: conflict of interest, protection of human subjects and live animals in research, mentor/mentee relationships, collaborative research, peer review, data acquisition, management, and confidentiality, data sharing, laboratory safety, research misconduct, responsible authorship and publication, and the scientist as a responsible member of society. Before initiating research involving human subjects or animals, the faculty and trainees must complete the online NIH training modules and the relevant CITI modules.

Faculty Participation: SSU faculty who are supported by NIH and NSF funding are required to take a proactive role in RCR training, including formal instruction (discussion leaders at workshops) and informal (integrating in their mentored research with their trainees and lab instruction, journal clubs and workshops). Responsibility for formal instruction should be rotated between all faculty who are funded by each funded program (not just the PI). The faculty will be encouraged to attend RCR training workshops, which should feature expert trainers to provide them guidance and training on effective RCR instruction. Faculty will integrate RCR training in their curriculum as appropriate, including all research methods and other research courses (e.g., Senior Research).

Duration of instruction: SSU is committed to RCR training as an institutional obligation and will conduct regular and ongoing RCR training throughout the period of each NSF and NIH funded program and on a sustained basis after they end. Each trainee supported by an NSF or NIH funded program will be actively involved in RCR training during his/her entire period of support; each trainee is required to complete a minimum of 8 contact hours of RCR instruction over the term of his/her funded support. For each project, the funded faculty will actively participate in RCR instruction during the entire award period.

Frequency of instruction: For NIH and NSF funded programs, the faculty mentor/preceptors' structured mentoring plans must include regular, continuous RCR training, and they must integrate informal RCR training as part of the trainees' weekly mentored research. The trainees must also receive continuous instruction during other program activities as relevant, to include weekly journal club meetings, workshops, etc. Each NSF or NIH funded trainee and faculty member must complete the CITI training modules at least once every 3 years (or shorter period as applicable).