

# Workshop Series Syllabus:

## 2018-19 Responsible Conduct of Research & Scholarship

### Face to Face Workshops

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#### Workshop Series Coordinators

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#### Goal

The Graduate School requirement for Responsible Conduct of Research & Scholarship (RCR) education of MSU's graduate students includes a face to face component. This allows questions/issues/concerns that may have been raised while undertaking the required CITI modules to be addressed, as well as solidifies important points within required modules. Moreover, these arranged sessions should help to fulfill the face-to-face hours required by multiple funding agencies.

#### Why is this Workshop Series Offered?

- This workshop series is intended to support the efforts of departments and graduate programs in fostering responsible research/scholarly practices. The expectation is that student/trainee research/scholarship will be of higher quality, and that students/trainees will be better able to avoid and respond to situations involving irresponsible research/scholarly practices and behaviors.
- It is critically important that early career scholars understand that their research/scholarly work impacts others and contributes to the research/scholarship of others in important ways that may not always be clear.
- Research and creative works are supported by public and/or private funding. These sources trust that new information generated through funding is accurate, true, and carefully considered. Inaccurate (flawed, incorrect) results can occur from mistakes or chance. In some instances, individual researchers violate the principles of research integrity by intentionally misrepresenting their findings (research misconduct).



## Expectations of Your Participation

- 1) The MSU Graduate School put into place minimum requirements for RCR education of a graduate student at MSU (<https://grad.msu.edu/researchintegrity>). One of these requirements is completion of a certain number of hours that are face to face. This workshop series serves to help fulfil this face to face requirement. WHICH workshop(s) a trainee attends is up to the department. Please talk with your department about which of the 8 workshops offer suit your educational needs the best.
- 2) It is your (the trainee) responsibility and duty to read and understand MSU's policies and procedures on academic and research integrity and misconduct.
- 3) Workshops will begin promptly at 6 p.m. and end at 7:30 p.m. Please arrive early, sign in, and pick up your materials by 5:50 p.m. Sign in and sign out are required (use of MSU Card is required; ALWAYS BRING YOUR ID).
- 4) Electronic devices (phones, tablets, computers) may **not** be used during the workshops.

## Accommodations

Persons with disabilities or special needs should contact the Graduate School at 517-353-3220 or [gradwrsp@msu.edu](mailto:gradwrsp@msu.edu) to request arrangements no later than one week prior to the session date. Requests received after this date will be met when possible.

## Tracking of your RCR Education

The SABA system that is supported by the Office of Regulatory Affairs (ORA) will keep track of the workshops you attended as well as the CITI lessons you take. The RTTS system that has been in place for several years is no longer necessary. To track your workshop training go to:

<http://ora.msu.edu/train>. From your Home page, click the My Training tab. The default list is just last 3 months.

## Workshop Location

All RCR workshops will be held in [Erickson Hall](#), 620 Farm Lane, Kiva, East Lansing, MI 48824

Check-In 5:15 – 5:50 p.m.

Workshop Programs 6:00 – 7:30 p.m.



## Workshop Registration

Registration by students and postdoctoral researchers themselves is required.

### Before you register:

- Find out from your Department, School, or Program which specific workshops are required for you.
- Make sure you have a NetID and your password

### Registering

- Direct links for registering to each workshop can be found in each of the eight (8) sessions described below.
- The deadline for registering for a session is one week before the session. You will know if you have successfully registered for a workshop because you will receive an e-mail from [train@ora.msu.edu](mailto:train@ora.msu.edu) that looks like this:

MICHIGAN STATE UNIVERSITY | TRAIN.ORA.MSU.EDU

Registration for Instructor Led Training

This registration was successful. Add the time and place to your calendar.  
If you cannot attend, forward this email to [train@ora.msu.edu](mailto:train@ora.msu.edu) with subject line 'Drop.'

Course	<a href="#">Grad School RCR - Authorship</a>
Person	Candace M Winslow
Delivery Type	Instructor Led
Class Start Date	11-Oct-2017
Start Time	6:00 PM
Location	Erickson Hall Kiva
Facility	

If you need assistance: Email [train@ora.msu.edu](mailto:train@ora.msu.edu) or call [517-884-4600](tel:517-884-4600)

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## Workshop Series Outcomes

At the end of the workshop series, attendees will be expected to understand, be able to explain and/or know:

- MSU's rules concerning academic integrity, including possible disciplinary actions regarding allegations of academic or research misconduct;
- People, throughout MSU, that can help you every step along the way in research and the challenges surrounding research;
- MSU's requirements for training and oversight in the responsible and ethical conduct of research;
- Where to find their department's or program's plan for training and oversight in the responsible and ethical conduct of research;
- How to properly credit other's works in order to avoid accusations of plagiarism;
- How their research/scholarship affects others, both professionally and personally; and
- How to responsibly collaborate with others in research/scholarly teams.

## Topics for 2018-2019 Face to Face RCR Workshops

Discussions will be based around a main presentation done by Dr. Stephanie W Watts or other university faculty, as facilitated by individuals from the university that help students connect to important regulatory and information offices through the MSU campus. Each topic, as listed below, is paralleled by a CITI lesson such that a student could pair an online lesson followed by a face to face discussion.

**September 13, 2018**

**Data and Data Management**

**Goal:** At the heart of what you do as a scholar are data. The gathering, use of and ownership of data are critical to understand. This session will discuss the diversity of what data can be, who controls, owns and can share your data. We will also discuss practical means to protect your data. The primary principle covered within this session is data management.

**Registration:**

<https://train.ora.msu.edu/Saba/Web/Main/goto/GuestOfferingDetails?offeringId=class000000000005073>



<b>October 4, 2018</b>	<b>Authorship</b>
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**Goal:** Publication of a scholarly work makes you an author- and that's both exciting and a responsibility. This session will be dedicated to understanding the definitions and disagreements about what constitutes an author, how conflicts are resolved, how to avoid such conflicts, and where/to whom to go for help about authorship issues. The primary principles covered within this session are authorship and conflict resolution.

Registration:

<https://train.ora.msu.edu/Saba/Web/Main/goto/GuestOfferingDetails?offeringId=class000000000005074>

<b>October 18, 2018</b>	<b>Plagiarism</b>
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**Goal:** Plagiarism – stealing the work of another – is an increasing problem in the scholarly community. At MSU, this ranks as the #1 allegation of research misconduct. This session will aim to help you understand what plagiarism means, how to test for it within your own work, how to discuss plagiarism, and where to go for advice on plagiarism. The primary principles covered within this session are plagiarism and conflict resolution.

Registration:

<https://train.ora.msu.edu/Saba/Web/Main/goto/GuestOfferingDetails?offeringId=class000000000005075>

<b>November 8, 2018</b>	<b>Conflict of Interest, Peer Review and Collaboration</b>
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**Goal:** Research is an increasingly complex endeavor, and one rarely works in isolation. This session will help you understand and appreciate what a 'conflict of interest' is, that they occur in many situations and are manageable. We will discuss conflicts within the context of peer review, an important duty for all members of the scholarly community. The primary principles covered within this session are peer review and collaboration.

Registration:

<https://train.ora.msu.edu/Saba/Web/Main/goto/GuestOfferingDetails?offeringId=class000000000005076>



## **January 10, 2019                      Use of Human Subjects**

**Goal:** (for Humans and Animals, separate sessions) In conducting your research, you may propose to use animals or humans. These sessions will help you understand the requirements – both at the level of MSU and federal government – that you must fulfill to be able to use either human or animal subjects in your research, and how to fulfill these requirements practically. The primary principles covered within this session are use of animals in research, and use of humans in research.

Registration link available at: <https://grad.msu.edu/rcr>

## **January 31, 2019                      Use of Animal Subjects**

**Goal:** See “Use of Human Subjects” Goal.

Registration link available at: <https://grad.msu.edu/rcr>

## **February 7, 2019                      Research Misconduct**

**Goal:** Conduct in research runs a spectrum, from that performed with integrity to true research misconduct. Accusations of misconduct are incredibly serious, and the consequences grave. This session will help you understand the spectrum of behaviors while carrying out research, and will provide examples of frank research misconduct. We will also share practices to learn to avoid research misconduct, and to whom one should go if you have concerns about your own or other research. The primary principle covered within this session is research misconduct.

Registration link available at: <https://grad.msu.edu/rcr>

## **February 21, 2019                      Rigor and Reproducibility**

**Goal:** NIH and other institutions are emphasizing strong strategies for research. These include applying rigor, minimizing bias, and maximizing reproducibility in all efforts. We will discuss means by which to address these within research. The primary principles covered within this session are rigor and reproducibility.

Registration link available at: <https://grad.msu.edu/rcr>

