

## **MSU College of Arts and Letters Training Plan for Responsible Conduct of Research and Scholarship.**

### Initial training (min 5 hours)

- 1) All individuals associated with a project will be certified by the MSU Human Research Protection Program (HRPP) <http://www.humanresearch.msu.edu/>

This training includes the online MSU tutorial for HRPP [http://35.8.104.116:591/ucrihs/ucrihs\\_tutorial/](http://35.8.104.116:591/ucrihs/ucrihs_tutorial/) and the required CITI (Collaborative Institutional Training Initiative) to which MSU has access <https://www.citiprogram.org/>

Total for this segment: 2 hours

For research projects not involving human subjects CITI research integrity training and the “researchintegrity” website of the Grad School will be used.

- 2) Each PI on an NSF project will arrange for all students on their project to have face-to-face discussion with a faculty PI or Co-PI about Conflict of Interest. When appropriate, this training could also be accomplished in research methods courses. The students will be assigned readings about conflict of interest from the GS “researchintegrity” website: <http://grad.msu.edu/publications/docs/integrityresearch.pdf>

The PI or Co-PI will discuss the required NSF “Conflict of Interest” form with each student to initiate a discussion of the personal circumstances related to the funded project and to educate and provide opportunity for questions related to conflict of interest in general.

Total for this segment: 30 minutes

- 3) Students and Post-docs will be assigned readings from the GS “research integrity” website, then meet individually or in a group with the project PI or Co-PI to discuss authorship and data issues related to the project. Where appropriate, generally in those programs offering research methods courses, the reading and discussion will be integrated into course assignments and class activities.

Total for this segment: 1 hour

- 4) Additional Discussion of Research Integrity in the Humanities

Students will be required to attend two workshops related to research integrity. CAL will offer two workshops each year specifically targeting humanities research. In addition, some units in CAL offer regular workshops on responsible conduct of research, which may be used to substitute for the CAL workshops when appropriate.

In the event that students are unable to attend these workshops they may be assigned at the discretion of the PI to read or view materials available online and then meet with the project PI or Co-PI to discuss the materials

Total for this segment: 2-3 hours

**Refresher training (min of 3 hours annually)**

Complete the required recertification for human research protection ~ 1-2 hours

Each Project PI will annually assign project students and Post-docs to complete additional CITI modules for general RCR—selected from the topics provided; the PI will certify that each student has either participated in a project meeting where the topics in these modules were discussed, or has met individually or in a group to discuss the topics with the PI or a Co-PI. Each project PI will select topics important for the particular project, also considering what topics would be important for the professional development of the undergrads, grad students, postdocs. ~1-2 hours

## **DRAFT**

College of Arts and Letters Responsible Conduct of Research and Scholarship

### **COMPLETION FORM**

Student name \_\_\_\_\_

P.I. name \_\_\_\_\_

Project name \_\_\_\_\_

Funded by (if funded) \_\_\_\_\_

IRB # \_\_\_\_\_

Initials

<u>TOPIC</u>	<u>DATE completed</u>	<u>PI</u>	<u>Student</u>
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### **HRPP certification & recertification**

**CoI reading**

**CoI discussion**

**Course name (if completed in a course)**

**Authorship guidelines readings & Discussion**

**Humanities research and discussion readings and discussion**

**Humanities Research Integrity workshops**