

MSU Broad College of Business
Responsible Conduct of Research Plans for Doctoral Students

Training in the Responsible Conduct of Research is essential in the preparation of future scholars and professionals. An understanding of the issues concerning the conduct of research in an increasingly complex world has become critical in successfully navigating the research landscape. To help prepare Michigan State University Broad College doctoral students for their future scholarly work, a plan for providing the foundation of responsible conduct has been developed in coordination with the Graduate School, the Vice President for Research and Graduate Studies Office. The plan is predicated on the principles that a basic understanding of issues is necessary through didactic training and a periodic reinforcement of the principles through discussion. It is the belief that this plan will provide a foundation for all doctoral students as well as others pursuing a career in research and will offer the basic information to meet most, if not all, federal agency granting requirements.

The plan below was developed specifically for Broad College doctoral students, and incorporates the university-level requirements. For Broad College students unable to participate in the College training, the Graduate School RCR Workshop series may be used to help fulfill both the annual refresher and discussion-based training requirements.

*Students who are supported by NSF, NIH, or USDA grants may be required to complete additional specific training; they must meet the timeline and content requirements of training for that grant.

*Students engaged in research involving human subjects or animal use must complete the Michigan State University training modules for those subjects before submitting IRB or IACUC approvals. These modules may be completed as part of the training requirements below, or in addition to them, depending on the department/program or college plan.

All Broad College doctoral students will complete the following training, beginning Fall 2016

1) Year 1

All new doctoral students will complete 4 CITI online modules within the first year of enrollment in their program: *Completion of this requirement will be tracked in SABA*

- Introduction to the Responsible Conduct of Research
- Authorship
- Plagiarism
- Research Misconduct

In addition, all doctoral students will complete human subjects training in their first year. (Human Research Protection/ IRB Certification, in <http://Train.ORA.msu.edu>)

2) Discussion-Based Training

All doctoral student must complete a minimum of 6 hours of discussion-based training prior to receiving their degrees. These hours will be completed as part of the ongoing training requirement as follows: 2 hours in the first year, and 1 hour in each of the second through fifth years of the program.

3) Year 2

In year 2 of the doctoral program, Broad College students will complete 3 additional MSU online training modules, to be selected from the following list. *Completion of this requirement will be tracked in SABA.*

- CITI Collaborative Research
- CITI Conflicts of Interest
- CITI Data Management
- CITI Peer Review

4) Annual Refresher Training in years 3 and beyond

Starting in year 3, all doctoral students must complete 3 hours of annual refresher training; this consists of a combination of readings or online courses beyond the 7 required in basic training, and one hour of discussion-based training each year. *Completion of this requirement will be recorded by the department in GradInfo as “Annual” training.*

Students will also need to renew their certification in human subjects training as required (currently every two years).