

**Department of Sociology
College of Social Science
Michigan State University**

**Responsible Conduct of Research (RCR) Training
Updated Fall 2016**

To continue to produce cutting-edge research and researchers in accordance with national standards and regulations, MSU requires that all graduate students and postdocs complete training in the Responsible Conduct of Research (RCR). This training covers general guidelines and requirements specific to individual graduate programs. Completion of this training must be documented in Gradplan and SABA. This document covers the RCR requirements for all graduate student and postdocs in the Department of Sociology which is in the College of Social Science. Please note that certain funding agencies like the National Science Foundation, National Institute of Health, and United States Department of Agriculture, may require researchers to obtain additional training related to the responsible conduct of research that cover materials not in this document related to the timeline and content of a specific grant project. Additionally, all researchers conducting studies that require Institutional Review Board (IRB) approval must meet the training requirements for human subjects' research protection offered by MSU's Human Research Protection Program (HRPP).

RCR Requirements for Graduate Students in the Department of Sociology

To comply with MSU's requirements for training in the responsible conduct of research, all graduate students in the Department of Sociology in the MSU College of Social Science (CSS) engaged in research must complete four hours of Initial RCR education in their first year. The topical modules in CITI include: Introduction to the Responsible Conduct of Research, Authorship, Plagiarism, and Research Misconduct.

In addition, after completion of the initial RCR all graduate students must complete six hours of discussion-based training at any time during their program of study. Students are strongly encouraged to complete these before necessary program benchmarks, and are especially encouraged to complete these prior to their comprehensive exams. This information will be tracked in Gradplan.

By the end of their second year of enrollment in the Sociology doctoral program, students will complete three additional MSU online training manuals. Two of these must include CITI Data Management and the Human Research Protection/IRB Certification. The full list of choices includes: CITI Collaborative Research, CITI Conflicts of Interest, CITI Financial Responsibility, CITI Mentoring, CITI Peer Review, and Rigor and Reproducibility Course. From this list,

students are encouraged to complete CITI Collaborative Research and CITI Peer Review. Details regarding completion of this requirement will be recorded in SABA.

Beginning in Year 3 of the Sociology Doctoral Program, students must complete 3 hours of RCR annual refresher training. Students may either 1) complete additional online CITI courses that are not being used to cover the training courses outlined in the above, 2) participate in the Departmental Professional Development Series Workshops covering aspects of the publishing process (i.e. publication practices, responsible authorship and peer review), navigating mentor/trainee responsibilities, and writing about research methods and protection of human subjects, 3) discussion/training in required coursework, or 4) discussion/training with advisor. Details regarding completion of these requirements will be included in Gradplan.