

Overview of RCR Training Requirements

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researchintegrity.northwestern.edu

ORI & RCR

Office for Research Integrity

- Promotes research integrity and the responsible conduct of research
- Serves as a confidential source for reporting research-related concerns
- Facilitates review of alleged research misconduct
- Helps researchers navigate complex research compliance and administrative arenas
- Creates and facilitates training seminars
- Monitors compliance with NSF RCR training requirements



Responsible Conduct of Research

- Goal is for anyone involved in research to perform the most ethical research possible
- RCR training topics generally include:
 - Authorship
 - Plagiarism
 - Peer review
 - Research misconduct
 - Data management
 - Collaborative research
 - Conflict of interest
 - Animal subjects welfare
 - Human participant protections
 - Mentoring



RCR Training at Northwestern

- Strongly encouraged for all students, staff, and faculty involved in research
- Federal regulations require RCR
 - National Institutes of Health (NIH)
 - National Science Foundation (NSF)
- Northwestern schools, departments, and programs have policies that detail who needs to complete RCR
 - Some schools/departments require RCR training for **all** PhD students and postdoctoral researchers, regardless of funding
 - McCormick School of Engineering (all departments)
 - Weinberg College of Arts & Sciences: Chemistry dept.



NIH RCR Training Requirements

- All individuals (undergraduate students, graduate students, postdoctoral researchers, fellows, participants, scholars) who receive funding or support from specific types of NIH awards must participate in RCR training
 - Awards included: NIH training awards, individual career development awards (K), institutional career development awards, research education grants, research service awards (NRSA) and/or dissertation research grants
- **At Northwestern:**
 - WBT is not acceptable. May be appropriate for short programs.
 - ILT is REQUIRED (minimum 8 hours), at every career stage and at least every 4 years
 - Training faculty and sponsors/mentors are highly encouraged to contribute both to formal and informal instruction

NSF RCR Training Requirements

- All undergraduate students, graduate students, and postdoctoral researchers supported by any NSF award must complete RCR training

<http://www.nsf.gov/bfa/dias/policy/rcr.jsp>

- **At Northwestern:**

- All WBT is via the CITI platform (www.citiprogram.org)
- For ILT:

Graduate students must register via CAESAR

Postdocs must register via myHR Learn
(learn.northwestern.edu)

NSF RCR Training Requirements

	Web-Based Training (WBT, CITI)	Instructor-Led Training (ILT)	Timeframe from “Earnings Begin / Journal From” date	Mandatory?
Undergrad Students	YES	NO	60 days	YES
Grad Students & Postdocs*	Department-dependent	YES	1 year	YES

- The PI of the NSF grant is ultimately responsible
- All salary charges for non-compliant trainees must be removed from the NSF award and charged to a non-sponsored account
- myHR Learn automatically assigns RCR training “curriculums” (WBT & ILT)

* If trainee leaves NU before 1 year, a minimum of WBT must have been completed to be compliant.

NSF RCR Training Requirements

➤ Visiting Scholars and Visiting Postdoctoral Fellows

- Must complete RCR ILT training with their affiliated school or department.
- Some schools and departments also require RCR WBT
- Visiting Scholars who are faculty at another institution are **not required** to take RCR training

➤ Faculty and Staff

- Faculty who receive funding or support from any NIH training, an individual career development award, an institutional career development award, a research education grant, and/or a dissertation research grant, must complete RCR training.
- Staff involved in research conduct may be interested in RCR education and are encouraged to explore available training opportunities.

How myHR Learn “Assigns” RCR Training

- myHR Learn sends training assignment via email to trainee after salary is first charged to the NSF award (“Earnings Begin” date)
- Trainees receive notifications for each curriculum (WBT, ILT) assigned based on their “job type”

Northwestern

Trainee Name,

A new curriculum of courses has been added to your learning plan. This means you have an exciting learning opportunity ahead of you. Depending on your job, this may also be a regulatory training requirement. You can explore your options and get started!

RCR curriculum for graduate students and
postdoctoral researchers-ILT

INFORMATION

Start Date: 29-OCT-2015
Target Completion Date: 28-OCT-2016

NEXT ...

Go to the [Curriculum Page](#) where you will get guidance on what courses you can take, and how to get started. Have fun learning.

Feinberg School of Medicine

1. Colloquium on Integrity in Biomedical Research (IGP 494-0)
2. Taking Responsibility for the Responsible Conduct of Research (NUCATS)

McCormick School of Engineering

1. RCR Training: MEAS General (GEN_ENG 519-0)

School of Communication

1. RCR Training: Media, Technology, and Society (MTS 519-0)

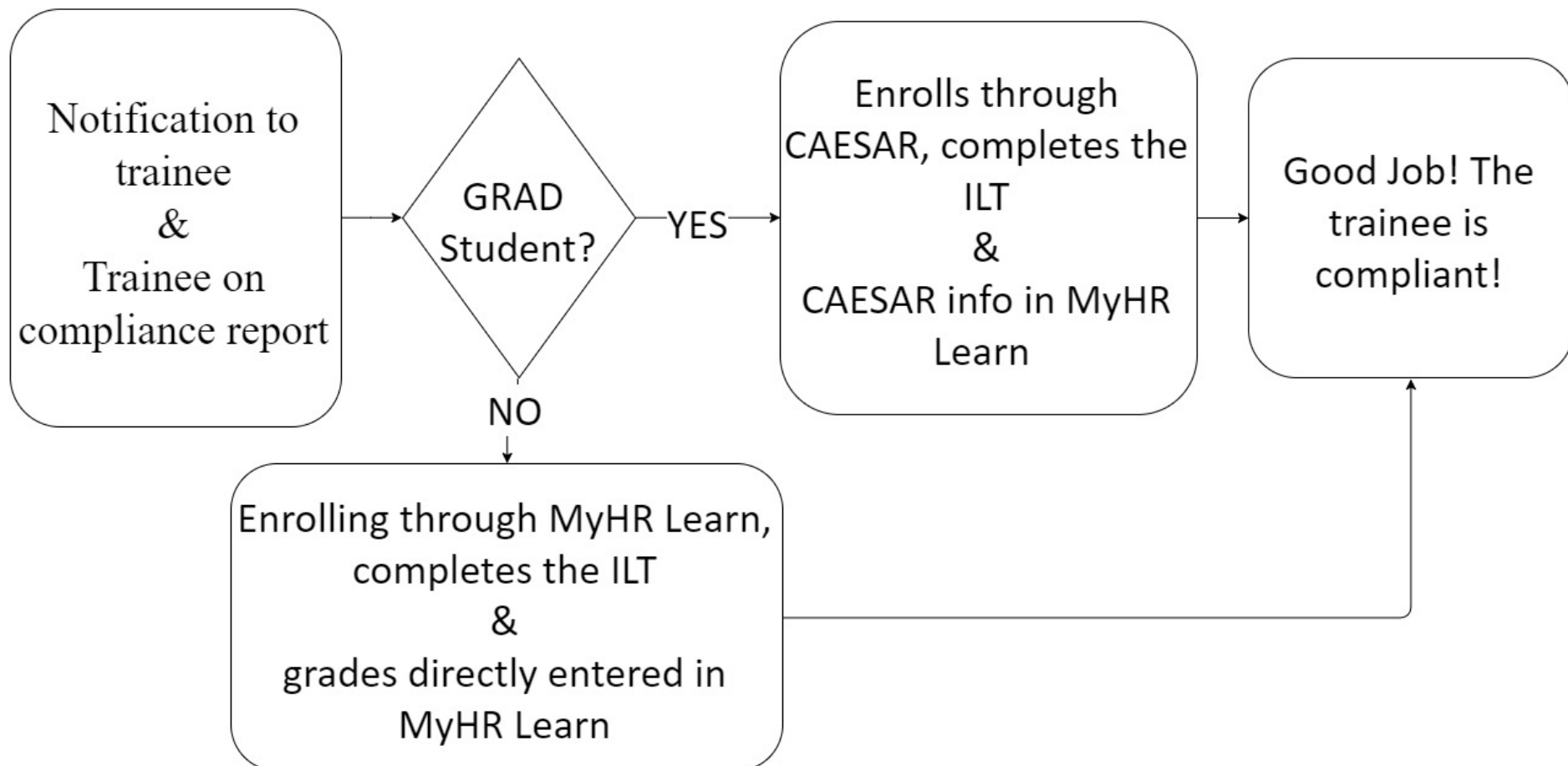
School of Education and Social Policy

1. RCR Training: Human Development and Social Policy (HDSP 519-0)
2. RCR Training: Learning Sciences (LRN_SCI 519-0)

Weinberg College of Arts & Sciences

1. RCR Training: Anthropology (ANTHRO 519-0)
2. RCR Training: Chemistry (CHEM 519-0)
3. RCR Training: Earth and Planetary Sciences (EARTH 519-0)
4. RCR Training: Economics (ECON 519-0)
5. Ethics in Biological Research: Interdisciplinary Biological Sciences (IBIS 423-0)
6. RCR Training: Interdisciplinary Biological Sciences (IBIS 519-0)
7. RCR Training: Linguistics (LING 519-0)
8. RCR Training: Mathematics (MATH 519-0)
9. Conduct in Neuroscience Research: Interdepartmental Neuroscience Program (NUIN 490-0)
10. RCR Training: Physics and Astronomy (PHYSICS 519-0)
11. RCR Training: Political Science (POLI_SCI 519-0)
12. RCR Training: Psychology (PSYCH 519-0)
13. RCR Training: Sociology (SOCIOL 519-0)
14. RCR Training: Statistics (STAT 519-0)

Registration for RCR ILT: Graduate students & Postdocs



RCR WBT courses for Northwestern (on the CITI platform):

1. RCR course for undergraduate students
2. RCR course for graduate students and postdocs

Both courses consist of these modules:

1. Introduction to RCR
2. Authorship
3. Collaborative Research
4. Conflicts of Interest
5. Data Management
6. Mentoring
7. Peer Review
8. Research Misconduct
9. Plagiarism



The grad/postdoc course also has a Human Subjects Research module.

RCR Compliance Report

Northwestern
OFFICE FOR RESEARCH

RCR - Compliance Report - All Schools- October 2017.csv.xlsx - Excel

File Home Insert Page Layout Formulas Data Review View ACROBAT Tell me what you want to do... Corinna Raimondo Share

Themes Colors Fonts Effects Margins Orientation Size Print Breaks Background Print Titles Width: Automatic Height: Automatic Scale: 100% Gridlines View Print Headings View Print Bring Forward Send Backward Selection Pane Align Group Rotate

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The And operator has been applied to all the filters.						
Filters						
Funding - National Science Foundation Originating Sponsor Equal To National Science Foundation						
Curriculum Name In RCR curriculum for graduate students and postdoctoral researchers-ILT,RCR curriculum for graduate students and postdoctoral researchers-WBT,RCR curriculum for undergraduate students						
Funding - National Science Foundation FN Department In						
Person	Funding - National Science Foundation	Funding - National Science Foundation	Student	Student	Student	Person
Full Name	FN Department	Earns Begin / Journal	Curriculum	Acquired	Curricula	Terminated
Name	Description	From Date	Due Date	On	Status	On
Curriculum Name						
Aaliyah Griffin	EECS-Electrical Eng & CS Dept	16-Jul-17		17-Aug-17	Acquired	16-Aug-17
Aaron Geller	Ctr Interdis Explor Rsch Astro	1-Jan-15		29-Jul-15	Acquired	
Aaron Geller	Ctr Interdis Explor Rsch Astro	1-Jan-15		21-Sep-15	Acquired	
Aaron William Kirkm	General TGS - Grad Fellowships	1-Sep-17		25-Sep-16	Acquired	
Aaron William Kirkm	General TGS - Grad Fellowships	1-Sep-17		12-Dec-16	Acquired	
Aaron Yost	MSE -Materials Sci & Eng Dept	29-Jan-17		11-Mar-17	Acquired	
Aaron Yost	MSE -Materials Sci & Eng Dept	29-Jan-17	17-Feb-18		Assigned	
Abbas Haddadi	Center For Quantum Devices	1-Nov-15		13-Feb-16	Acquired	
Abbas Haddadi	Center For Quantum Devices	1-Nov-15		12-Mar-16	Acquired	
Abdallah Diagne	Chemistry	1-Feb-15		4-Dec-12	Acquired	
Abdallah Diagne	Chemistry	1-Feb-15		18-Dec-12	Acquired	
Abha Gosavi	ME -Mechanical Eng Dept	27-Aug-17		10-Feb-15	Acquired	
Abha Gosavi	ME -Mechanical Eng Dept	27-Aug-17		23-Mar-15	Acquired	
Abhratanu Dutta	Elect Eng. & Comp. Sci. (EECS)	1-Dec-16		5-Nov-15	Acquired	
Abhratanu Dutta	Elect Eng. & Comp. Sci. (EECS)	1-Dec-16		13-Jun-16	Acquired	
Abigail Tsui	MCC Mechanical Engineering	22-Jun-15		22-Feb-15	Acquired	21-May-17
Adam Coleman	Argonne-MU Sol Energy Rsch Ctr	1-Sep-16		8-Dec-15	Acquired	
Adam Coleman	Argonne-MU Sol Energy Rsch Ctr	1-Sep-16		14-Dec-15	Acquired	
Adam Edward Jaku	MCC Materials Science	1-Apr-15		8-Dec-10	Acquired	
Adam Edward Jaku	MCC Materials Science	1-Apr-15		10-Dec-14	Acquired	
Adam John Howat	Inst For Policy Res (UA)-Admin	1-Sep-15		9-Sep-16	Acquired	
Adam John Howat	Inst For Policy Res (UA)-Admin	1-Sep-15		14-Sep-16	Acquired	
Adam John Pluchin	General TGS - Grad Fellowships	1-Sep-17		23-Mar-17	Acquired	

RCR - Compliance Report - All S

Ready

50%

RCR Compliance Report

Column Header on RCR Compliance Reports	Data Source
Person Full Name	myHR if postdoc/CAESAR if student
Person Person No/Person Empl ID	myHR if postdoc/CAESAR if student
Person Job Type Name	myHR
Person Job Type Internal Description	myHR
Person Custom2/Person Pay Group	myHR
Funding - National Science Foundation Originating Sponsor	myHR
Funding - National Science Foundation Project ID	myHR
Funding - National Science Foundation FN Department	myHR
Funding - National Science Foundation FN Department Description	myHR
Funding - National Science Foundation Earns Begin / Journal From Date	myHR
Student Curriculum Due Date	myHR Learn
Student Curriculum Acquired On	myHR Learn
Student Curriculum Status	myHR Learn
Person Terminated On	myHR if postdoc/CAESAR if student
Curriculum Name	myHR Learn
Manager Full Name	myHR. For students, it is defaulted to 'HTA931'
Academic Program 1 Academic Program	CAESAR
Academic Program 1 Academic Program Description	CAESAR
Academic Program 2 Academic Program	CAESAR
Academic Program 2 Academic Program Description	CAESAR
Academic Program 3 Academic Program	CAESAR
Academic Program 3 Academic Program Description	CAESAR
Person Organization Name	myHR. For students, it is defaulted to 'Northwestern'
Person Username	myHR if postdoc/CAESAR if student
Student Curriculum Assigned On	myHR Learn

Monitoring and Maintaining Compliance

Use the RCR compliance report to:

- ✓ Proactively check for **all** upcoming due dates, even those that are 6+ months away
- ✓ Communicate with trainees to ensure that they are on track (they are aware of the requirements, how to register, etc.)

Please note:

- ILT extension requests are rare and granted only for exceptional circumstances
- If trainees are non-compliant, schools/units must email ORI with verification that salary has been removed from the NSF award and charged to a non-sponsored account

What's Next?

RCR Training Compliance Reporting Tool

You will be able to:

- Look up and confirm RCR training completion status for any RCR training curriculum in one place (NSF, McCormick, Chemistry)
- Monitor RCR training completion status on a regular monthly basis and whenever needed. The data is in real time!
- Proactively alert the appropriate parties, to help ensure and maintain ongoing compliance with the RCR training policies
- Create, run, and save your own custom reports!

Additional Information

Northwestern's RCR training requirements and additional information can be found on the ORI website:

[http://www.researchintegrity.northwestern.edu/
responsible-conduct-of-research-rcr-training](http://www.researchintegrity.northwestern.edu/responsible-conduct-of-research-rcr-training)

ORI can assist with additional RCR-related questions:

kelly.xintaris@northwestern.edu

312-503-2748

Questions?

