

Texas Woman's University University Regulation and Procedure

**Regulation and Procedure Name: Responsible Conduct in Research
Training**

**Regulation and Procedure
Number: URP: 02.430**

Policy Owner: Academic Affairs

POLICY STATEMENT

Texas Woman's University ("TWU") encourages and maintains the highest ethical standards in research. All persons engaged in research at TWU are responsible for fostering an environment that promotes integrity in research. This URP sets forth a framework for providing appropriate training and oversight in the responsible conduct of research ("RCR") to TWU researchers including faculty, staff, undergraduate students, graduate students, and postdoctoral researchers in compliance with requirements of all external research funding sources including the National Science Foundation ("NSF"), the National Institutes of Health ("NIH"), and other federal agencies.

APPLICABILITY

This policy is applicable to TWU Faculty, Staff, and Students.

DEFINITIONS

1. "Responsible Conduct of Research (RCR)" means the practice of scientific investigation with integrity. It involves the awareness and application of established professional norms and ethical principles in the performance of all activities related to scientific research.
2. "Key Personnel" means individuals who contribute to the scientific development or execution of a project in a substantive measurable way. The principal investigator (PI) is always considered key personnel.

REGULATION AND PROCEDURE

I. General Information

- A. All key personnel conducting federally funded research shall complete RCR training via internal pedagogical methods or external sources as approved

by the Office of Research and Sponsored Programs (“ORSP”) and provide documentation of training to ORSP.

B. The components of the RCR framework include:

1. Training for undergraduate students, graduate students, postdoctoral researchers, and faculty as required by the University and/or external funding sources,
2. Mentoring of postdoctoral researchers by principal investigators or supervisors that includes, but is not limited to, career counseling, training in preparing grant proposals, teaching skills, and training in research ethics,
3. Oversight of RCR training by principal investigators or supervisors, and
4. Certification of successful completion of RCR training.

C. RCR training content and oversight may vary among disciplines or as dictated by funding agencies. Successful completion of RCR training will be acknowledged in writing and records of completion will be maintained by principal investigators or supervisors. Documentation of training will be provided to the (ORSP). RCR training may be via internal pedagogical methods or external sources as approved by ORSP. The University's authorized representative shall certify as required in funding proposals that TWU has a plan to provide appropriate training and oversight in the responsible and ethical conduct of research.

REVIEW

This policy will remain in effect and published until it is reviewed, updated, or archived. This policy is to be reviewed once every six years. Interim review may be required as a result of updates to federal and state law or regulations, Board of Regents policies, or internal processes or procedures.

REFERENCES

None

FORMS AND TOOLS

None

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