SOUTH DAKOTA STATE UNIVERSITY
Policy and Procedure Manual

SUBJECT: Responsible Conduct of Research Training
NUMBER: 8:2

1. Purpose

Effective January 4, 2010, the National Science Foundation (NSF) required that, at the time of proposal submission to NSF, a proposing institution’s Authorized Organizational Representative certify that the institution has a plan to provide appropriate training and oversight in the responsible and ethical conduct of research to undergraduates, graduate students, and postdoctoral researchers who will be supported by NSF to conduct research. As required by NSF, this policy and procedures statement outlines South Dakota State University’s implementation of that requirement.

2. Policy

All students and postdoctoral researchers working in activities supported by the NSF on awards made after January 4, 2010 are required to receive training in the Responsible Conduct of Research (“RCR”).

3. Procedures

   a. The University will use the following University responses to meet the RCR requirement:
      i. RCR training through the Collaborative Institutional Training Initiative (CITI), or successor approved program, or
      ii. University Course GSR 601—Research Regulations Compliance, or
      iii. Any subsequent coursework developed institutionally to satisfy the requirement.

   b. All colleges and departments are required to use a University response to meet the requirement, unless a college or department chooses to develop or has a separate RCR course in place that has been preapproved by the Vice President for Research to fulfill this requirement. The minimum requirement for RCR will be an equivalent of one (1) credit hour or greater of RCR training as a stand-alone course or within an existing course. Separate college or departmental requirements must meet or exceed the requirements as established in this policy and procedures document.

   c. Faculty named as principal investigators will certify that all students and postdoctoral researchers on NSF grants have received RCR training. The certification will list all postdoctoral researches and students, the date training was received, and the type of training used.
d. Grants may be randomly selected for audit to ensure that the requirement is met.

e. Oversight for the RCR requirement is delegated to the Vice President for Research.

4. Responsible Administrator

The Vice President, successor, or designee is responsible for annual and ad hoc review of this policy and its procedures. The University President is responsible for approval of this policy.

SOURCE: Approved by President on 09/24/2013.