Graduate School 0900 (GS0900)
Essential Research Practices: Responsible Conduct of Research
Spring, 2017 – Zero credit hours

Course Coordinator:
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Workshop Time/Location:
Dates: Monday May 15th and Tuesday May 16th, 2017
Attendance at Both Workshop Dates Is Required
Time: 9:00 a.m. – 1:00 p.m. State Hall, Room 306
5143 Cass Ave

All course materials are located on the GS0900 Blackboard site

Course Objectives and Corresponding Ability-Based Outcomes (ABOs):

This course is required for all PhD students in their first year, and it is suggested for all postdoctoral scholars. Students are expected to take this course in either the Fall or Winter terms. You have been directed to register and take this course because you did not complete this requirement in either the Fall or Winter terms, so this is your last opportunity to complete this course in your first year and fulfill this requirement to continue in your graduate program. This course must be completed in its entirety by the end of the Spring/Summer term or you will risk not being able to continue in your graduate program.

This course presents both general and directed instruction/discussion on topics essential to performing Responsible Conduct of Research (RCR) practices. Content is delivered in five stages. STAGE 1: Completion of 11 elective modules within a specially designed Collaborative Institutional Training Initiative (CITI) online course. STAGE 2: Mandatory attendance at lecture and interactive based workshops to promote training and discussion in core RCR topics. STAGE 3: Completion of 4 essays directed at testing your understanding of the 11 core fundamental RCR topics. STAGE 4: Completion of Departmental and/or Mentor based RCR instruction on topics specific to the department’s and your mentor’s (and hence your) field of study. STAGE 5: Completion of a summary essay discussing how you will implement RCR practices in your everyday work life. Information from all five stages is important for your comprehensive RCR training and in your career development. Specific learning objectives for the course and the ABOs they address are as follows.

The students/postdocs will be able to:

- Understand and utilize proper practices in managing and recording their research product. (ABO 1.1).
- Correlate and present research product in a manner consistent with ethical delivery practices (ABOs 1.1, 1.2, 1.3 and 1.5).
- Identify improper ethical practices in research and understand how to initiate awareness of these practices to the mentor, department and university (ABOs 1.2 and 1.5).
- Apply appropriate ethical judgment when conducting research (ABOs 1.3, 1.5, 1.6).
- Initiate and utilize strategies of mentoring that keeps an open course of communication between mentor and student for continued development of the student. (ABOs 1.4 and 1.6).
- Apply ethical practices specific to the field of focus in all current and future conditions (ABO 1.6).

**Recommended Textbooks (none required):**

The course adheres to the basic principles of RCR instruction described in NIH NOT-OD-10-019 ([https://grants.nih.gov/grants/guide/notice-files/NOT-OD-10-019.html](https://grants.nih.gov/grants/guide/notice-files/NOT-OD-10-019.html)). The subject matter includes all recommended focus areas as well as issues relating to public perceptions of research and practical skills such as approaching difficult conversations. For postdoctoral students, the context is tailored in relation to the Core Competencies for Postdoctoral Training Requirements as developed by the National Postdoctoral Association. Electronic content for the course will be provided and available online at the Blackboard Web site for recommended reading material; there is no textbook for this course.

**Detailed Schedule for 5 Stages within the Course:**

**STAGE 1: CITI Training. (Must be Completed by May 10, 2017)**

You must complete and pass all 11 elective modules listed under the CITI Training Course titled “GS0900 RCR Core Topics Course”, and you must complete each with an individual score of 80% or higher. The GS0900 CITI course is available at the CITI Web site: [https://www.citiprogram.org/index.cfm?pageID=14](https://www.citiprogram.org/index.cfm?pageID=14). Directions for completing all 11 modules under the GS0900 specific CITI training are posted in the course Blackboard Content Dropbox under the name “CITI Training Registration and Core Topics Completion Protocol”.

Progression to STAGE 2 within this course is contingent on successful completion of EACH of these 11 CITI training modules. Topics for the modules include:

- Introduction to RCR
- Authorship
- Collaborative Research
- Conflicts of Interest
- Data Management
- Financial Responsibility
- Mentoring
- Peer Review
- Plagiarism
- Research Misconduct
- Research Ethics

*Make sure you follow the directions posted in the Blackboard Content Dropbox to verify that you are taking the correct CITI course. You are required to take and complete the entire GS0900 RCR Core Topics Course to receive credit for this requirement. In addition, AGAIN you are expected to get an 80% score or higher on the test associated with each of the 11 modules. PROOF of completion of the GS0900 RCR Core Topics CITI Course with a score of 80% or higher in each of the 11 topics must be E-mailed to Dr. Stemmler by March 10th. Failure to comply preclude you from attending the workshops outlined in Stage 2.

**STAGE 2: Interactive Workshop** *(Workshops will take place on May 15 and May 16, 2017; you must attend*
both dates)
Students must arrive on 15 minutes before each workshop to sign in. You will also be asked to sign out at the end of the workshop. Lectures will be presented by Dr. Feig, Associate Dean of the Graduate School and Professor of Chemistry.

STAGE 3: 4 Essays Covering RCR Case Violations (Must be completed and uploaded by June 1, 2017)
You are expected to comment through essay format on 4 individual fictional situations where RCR violations may or may not have taken place. For each of the 4 cases, you are expected to review the Case study (posted in the Content Dropbox on Blackboard) and then write an essay where you answer the questions posted at the end of the case. Each essay must be 3 pages in length, single spaced, 12-point font with 1 inch page margins. Completed essays must be uploaded as the Case assignment within the Content dropbox on blackboard. Essays that are incomplete or unclear will be returned for rewriting.

STAGE 4: Field Specific RCR Training by Department and Mentor (Must be completed by June 10, 2017)
Progression to Stage 3 of the course is not contingent on successful completion of Stages 1 to 3, fulfillment of field specific training can be part of your program’s orientation or some period of content delivery within your first year. Each Department is required to provide some type of advanced RCR training to the student specific to the department’s field of interest. Departments are responsible for the development and monitoring the content and delivery of Stage 4 training, and it is suitable to utilize preexisting training materials already in place and used by the department for student RCR instruction. The expectation is this content delivery will be at least 1 hour. In addition, the student’s mentor is expected to initiate a formal conversation with the student to further discuss the mentor’s expectations regarding RCR training. This mentor-mentee discussion should be on a one on one basis (although it is at the mentor’s discretion) and the discussion should last a minimum of 1 hour.

STAGE 5: Final Essay Requirement for PASS/FAIL GRADE in Class (Essay must be submitted by June 16, 2017)
Once all three stages of the course have been completed, the student/postdoc will be required to complete a formal 2-page ESSAY (single spaced, 12-point font, 1.00 inch margins) on the topic that summarizes their formal understanding of general and field specific practices in RCR. Essay questions are in the STAGE 5 Final Essay Directions content folder on Blackboard. Students should answer all three questions to provide a description of how they plan to utilize and self-monitor RCR practices in their future studies at Wayne State and beyond. Submission of this 2-page minimum essay should be completed and then uploaded to Blackboard under the Submission of Final Essay Assignment directions within the course Content Dropbox on blackboard. Once the ESSAY has been evaluated, the student/postdoc will receive a PASS or FAIL grade for the course, and this grade will be based on completion of five stages of the course, as well as content in the essays.

Attendance:
Attendance is mandatory for all three stages. Failure to arrive on time, or to attend and complete any of the five stages will result in you getting an incomplete grade for the course. Failure to complete the entire course by the candidacy exam will result in a stoppage of the student to attain their candidacy status.

Exemption Program:
Failure to attend the workshop will result in you receiving an incomplete in the course. Missing the lecture portions of the class due to sickness, death in the family, etc. will require proof of the event to the course
director, and being excused will be at the discretion of the course director.

**Classroom Behavior:**
Students should make every effort to be on time to class. Excessive late attendance to the class in Stage 2 could result in the student being required to retake the workshop. Students should also pay attention during class. The instructor reserves the right to ask students to leave if they are creating a disturbance. Multiple disturbances could result in a requirement to retake the course.

**Recording and Transcribing Lectures:**
The lecture material presented in this course will be distributed to the students for further review via Blackboard.

**Assessment:**
Assessment of the content delivery will be divided into five parts. Stage 1: assessment of the CITI training content will be the successful completion of the online survey given after each topic. A passing grade of 80% for each module is required for migration into Stage 2. Stage 2” assessment required you attend and participate in both days lectures. Stage 3: you must complete and submit all 4 essays covering the case studies to receive credit for this stage. Stage 4: there is no formal verification needed to ensure you completed this. Departments are aware they need to develop a formal plan for field specific content delivery, and it is their responsibility to verify training. Stage 5: final essay must be uploaded by June 16th, 2017. A pass/fail grade will be assigned by June 20th. If you do not pass, a hold will be placed on your account and you will not be able to register (or get paid) starting the Fall term.

**Special Learning Needs:**
University policy - (University Policy located at [http://www.bulletins.wayne.edu/fib/fibd.html](http://www.bulletins.wayne.edu/fib/fibd.html)): “If you feel that you may need an accommodation based on the impact of a disability, please feel free to contact the course coordinator privately to discuss your specific needs. Additionally, the Office of Educational Accessibility Services (EAS) coordinates reasonable accommodations for students with documented disabilities. The Office is located in 1600 David Adamany Undergraduate Library, phone: 313-577-1851 (Voice) / 577-3365 (TTD).”

**Grading policy:**
Students who complete all three stages of the course and successfully submit an assessment essay on Blackboard will receive a grade of “PASS” associated with their transcripts.

**In the Event of Course Failure:**
Students who do not complete all three Stages of the course will be required to the missing components in the next subsequent semester, and they will need to take an INCOMPLETE in the course. Students/Postdocs that PASS the course will receive a certificate of completion for their personal records. If you receive a FAIL grade, you will require to retake parts or all of the course.
Ability Based Outcomes – PhD/Postdoc Participants
The Graduate School
Wayne State University

The purpose of this document is to define a set of concise outcomes for students completing their PhD at Wayne State University regardless of their respective program. The outcomes outlined in this document are ability based outcomes (ABOs). ABOs define what students will be able to do as a result of completing Responsible Conduct of Training associated with completion of their PhD degree at Wayne State University. ABOs do not define the knowledge skills and attitudes that enable students to meet the outcomes. They define what graduates can do as a result of knowledge, skills and attitudes gained through completing RCR training.

The ABOs will be used in conjunction with other content area measures for curricular assessment.

Upon completion of the RCR training, the student will be able to:

1. Demonstrate commitment to a high standard of applying RCR practices.
   1.1 Maintain professional competence by in utilizing proper data management and recordkeeping in their respective field.
   1.2 Possess the attitudes required to identify and apply research ethical practices.
   1.3 Be able to apply moral reasoning in common research practices.
   1.4 Utilize effective strategies related to their mentoring (ex. IDP) to help advance their academic training.
   1.5 Recognize, initiate and advocate change in issues related moral reasoning in resolving conflicts, issues related to peer review (authorship and peer review), and violations of ethical research practices.
   1.6 Apply practices of responsible conduct of research specific to the student’s field of training.