CAMERON UNIVERSITY
Responsible Conduct of Research Plan Policy

Policy Statement

Effective January 1, 2010, all undergraduate and graduate research assistants, postdoctoral researchers, and principal investigators receiving external research funding as well as staff who help administer external funds must take a course in Responsible Conduct of Research (RCR) when required by the funding agency. Training in the responsible conduct of research is an essential component of higher education and an important element in the implementation of Cameron University's Strategic Plan to enhance student learning.

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Who Should Know This Policy

Vice Presidents
Deans
Department Chairs
Directors
Faculty

Responsibilities

Responsible for Policy
University Officer Responsible   Vice President for Academic Affairs

Procedure

STATEMENT OF PURPOSE: In support of the above policy statement, the following procedures and information are provided.

1.0   Definitions

1.1   Responsible Conduct of Research (RCR) is defined as 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.

2.0   General Guidelines

2.1   All undergraduate and graduate research assistants, postdoctoral researchers, and principal investigators receiving external research funding as well as staff who help administer any external funds must engage in RCR training if required by the external funding agency. Compliance with this policy is the responsibility of the Principal Investigator named on the grant. Oversight of the RCR is a responsibility shared by the Principal Investigator in coordination with the Vice President for Academic Affairs.

3.0   Procedures

3.1   Cameron University is dedicated not only to learning and the advancement of knowledge but also to the development of ethically sensitive, socially responsible persons. The University charges faculty and students with shared responsibility for maintaining the academic integrity of the University in all respects. Accordingly, all students, staff, or faculty involved in externally funded research must complete RCR training when required by the external funding agency. The Principal Investigator named on the grant is responsible for ensuring every person involved in the research or administration of the grant is aware of their obligation to obtain RCR training and successfully completes the training. The Office of Academic Affairs is available as a resource to assist Principal Investigators with compliance with this Policy. In addition to the RCR training, regular follow-up discussion sessions regarding the responsible conduct of research will be led by the participating students' research mentor on the campus of Cameron University.

The Principal Investigator named on the grant will track and record names, start dates, and RCR training completion dates of all affected students, faculty, and staff and documentation of successful training will be retained in the appropriate project file with a copy provided to the Office of Academic Affairs.

4.0   Consequences for Noncompliance and Oversight Contact

Consequences for failing to complete RCR training in a timely manner may include:
1. Discontinuance from participation on the funded research project
2. Transfer of salary and related expenditures from the grant account to a departmental or other institutional account.
3. If a failure is noted during a future audit, the appropriate salary and related expenditures will be moved from the grant account to an institutional account. In addition, the finding may cause an expanded audit and require the University to pay penalties.

Contacts

Policy Questions: Vice President for Academic Affairs, (580) 581-2250

Forms

In support of this policy, the following forms are included:

None

Policy History

Policy
Issue Date: January 25, 2012
Reviewed, no revision: February 2016
Revised: June 23, 2023