

University of Richmond

Research Misconduct and Responsible Conduct of Research (RCR) Policies

Research Misconduct Policy

The University of Richmond expects adherence to the highest ethical and moral standards in the conduct of research and scholarly activity by all members of the University community, including faculty, staff, and students. Research misconduct is fabrication, falsification, or plagiarism in proposing, performing, reviewing, or reporting research. Definitions of these and other terms are provided in the [University of Richmond's Policy and Procedures for Responding to Allegations of Research Misconduct](#). Students, faculty, and staff should familiarize themselves with this important policy.

Under the University of Richmond's research misconduct policy, the University of Richmond Provost will serve as or designate the "Deciding Official" for allegations of research misconduct. The Provost will also designate the Research Integrity Officer (RIO), who is currently the Director of the Office of Research Compliance and Integrity. The full University of Richmond Research Misconduct Policy is also available at the websites of the Institutional Review Board (IRB) and the Office of Foundation, Corporate and Government Relations (FCGR).

Responsible Conduct of Research (RCR)

To minimize the risks of conducting research misconduct, and to comply with federal guidelines, federally funded researchers (including students) must participate in verifiable training on the responsible conduct of research. This training is available in two forms: (1) online RCR training through the University of Richmond's subscription to the Collaborative Institutional Training Initiative (CITI) and (2) through department based RCR training programs such as symposia and workshops.

CITI online training is available for free to all University faculty members, students and staff. Registration directions for CITI RCR training can be downloaded [HERE](#). The CITI basic RCR course consists of three introductory modules. Several dozen optional modules are available after the completion of the basic training course. Note that there are four different RCR courses, listed below, and researchers should be careful to register for the appropriate course, as the optional modules are often discipline specific. Researchers should review the optional modules and take those that are appropriate to the research environment in which they will be working.

1. Biomedical Responsible Conduct of Research Course
2. Social and Behavioral Responsible Conduct of Research Course
3. Physical Science Responsible Conduct of Research Course
4. Humanities Responsible Conduct of Research Course.

University academic departments may also elect to provide RCR training. In order for this training to be verifiable (as required by NSF and other funders), the departments providing such training must provide information on the training content to Dr. R. Kirk Jonas, RIO. In addition, the departments will need to keep records on training completion by students so that training verification information is available upon request.

The Office of Foundation, Corporate & Government Relations will advise federally funded researchers of their responsibility to take this required training at the time of award. Verification of completion of training — either online or via departmental training— will be maintained by the University’s RIO. Failure to complete the training may result in the withholding of grant-funded salaries and wages, until such a time as training has been verified.

Key steps in the process include the following:

1. FCGR will advise grant recipients and the RIO with information on grants requiring RCR and other training.
2. Grant recipients will inform researchers working on their projects of the RCR training requirement and direct them to take the appropriate training.
3. The RIO will monitor completion of required RCR training and maintain records of verified RCR training.
4. The RIO will verify to FCGR and the Controller’s Office that persons requiring RCR training have completed either CITI RCR training or eligible department-based training. The RIO will also report instances where the required training has not been completed.
5. FCGR and Controller’s Office will take appropriate action if required RCR training has not been completed and verified within an acceptable time frame.

Applicability

NSF requires that an institution must “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 ...” The University of Richmond interprets “supported by NSF to conduct research” as applying to those paid through an NSF grant, rather than all students working on projects or using equipment funded by the grant. For example, RCR training would be recommended – but not required – by an internally funded student working on an NSF-funded project.

The [U.S. Office of Research Integrity](#) provides excellent resources on the responsible conduct of research, including an online book, [Introduction to the Responsible Conduct of Research](#).

Please contact [Dr. R. Kirk Jonas](#) or the Office of the Provost if you have any questions on these policies.