Responsible Conduct of Research Offerings

GRAD 9953 Responsible Conduct of Research

GRAD 9953 Responsible Conduct of Research is a zero-credit course available only to Marquette students. Students are not permitted to directly enroll or directly cancel their enrollment in GRAD 9953. The ORSP Grants Assistant makes the request for any enrollment or cancellation to the Office of Registrar. The notification step through ORSP is critical to tracking required research team members hired to work on a project, as well as for future planning. GRAD 9953 is composed of online Collaborative Institutional Training Initiative (CITI) modules and in-person discussions. The course is organized into the three units, each containing selected CITI modules (the “RCR Basic” series) and discussion meetings. Students access instructional materials for GRAD 9953 and information about the face-to-face discussions via an associated D2L site (d2l.mu.edu). Students are required to successfully pass the quizzes associated with each CITI module (at 80%) and attend all three face-to-face discussions. “Workshop alternative” assignments are provided in D2L should a student be unexpectedly unavailable to attend a discussion meeting.

Responsible Conduct of Research via the Administrative D2L

FERPA regulations resulted in the development of an additional Responsible Conduct of Research (Academic Year) courseroom on the Marquette continuing education D2L platform. To that end, RCR is offered in the administrative D2L to those individuals who are not Marquette students as well as to others such as postdoctoral fellows or faculty who are required to complete RCR training in association with the requirements of a sponsor. The course design is identical to GRAD 9953 but the location of the instructional materials are provided via the D2L administrative site (https://cps.ce.mu.edu/d2l/loginh). The course is composed of online Collaborative Institutional Training Initiative (CITI) modules (the “RCR Basic” series) and assignments submitted via D2L. It is organized into three units, each composed of selected CITI modules and an assignment. The assignments in this course mirror the “workshop alternative” assignments in GRAD 9953. A new offering of this RCR training is created each academic year. Enrollment to the administrative site is completed by ORSP. The process does not involve the Office of the Registrar.

Non-MU students enrolled in the administrative site are usually the summer REU site participants. The request for enrollment is submitted by the REU site PI requiring students to take the CITI component of the Face-to-Face REU site course. Enrollment in the administrative site is also reserved for other personnel who are not MU students. In such case, the PI wishing to enroll a required participant makes the request for enrollment. This site is also reserved in case any student got hired late in the process and departed or graduated from MU without taking the required RCR. These instances are rare, but when it occurs every effort is made to enroll participants directly into the administrative D2L site.

Participants are identified by the Grants Assistant in collaboration with the PIs, REU PIs, and the Director of Grants Administration at the salary authorizations phase and by the Associate Director of Grants Administration at employment termination for students and staff hired on grant-funded projects. The request for enrollment is completed by accessing the course directly in the administrative D2L site.

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by the ORSP Grants Assistant. The course instructor, the Associate Dean of Graduate School, is notified when participants are enrolled.

**Responsible Conduct of Research for Postdocs**

Responsible Conduct of Research for Postdocs is offered via the administrative D2L site (https://cps.ce.mu.edu/d2l/login/) for postdoctoral fellows who are mandated to take RCR training by the sponsor. This training consists of online Collaborative Institutional Training Initiative (CITI) modules (the “RCR Refresher” series), a semi-structured discussion with their lab supervisor, and submission of a reflective assignment via D2L. Postdocs fellows are identified at the salary authorization stage between the PI and Grants Administrators. The Grants Assistant enrolls the individual and informs the Associate Dean of the enrollment.

**Responsible Conduct of Research for Mentored Faculty**

Responsible Conduct of Research for Mentored Faculty is offered via the administrative D2L site (https://cps.ce.mu.edu/d2l/login/) for faculty who are mandated to take RCR training by the sponsor. This training consists of online Collaborative Institutional Training Initiative (CITI) modules (the “RCR Refresher” series), leading a discussion about responsible conduct of research, and submitting a reflective assignment via D2L. Mentored faculty are identified at the salary authorization stage between the PI and Grants Administrators. The Grants Assistant enrolls the individual and informs the Associate Dean of the enrollment.