

1. PURPOSE AND SCOPE

Sam Houston State University is dedicated to the advancement of learning in a safe environment that fosters sound scholarship and professional conduct. It is a University priority to inform and educate its faculty, staff, and students about these issues. This involves the promotion of scientific integrity through training in the Responsible Conduct of Research (RCR) and applies to students, graduate students, postdoctoral fellows, and all investigators funded by federal, state, or local funds, as well as all other activities associated with the research enterprise.

2. DEFINITIONS

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.

3. POLICY

3.01 Sam Houston State University strives to maintain a research environment that promotes attention to the highest ethical standards for all sponsored and non-

- h. Conflicts of Interest
- i. Collaborative Research
- j. Research Involving Human Subjects
- k. Financial Responsibility
- l. Plagiarism

3.02 All University researchers must remain compliant in all Biosafety, Institutional Animal Care and Use Committee (IACUC), Institutional Review Board (IRB), and Unmanned Aircraft Systems (UAS) policies and procedures. In addition, all research and protocols associated with these areas of research must be submitted to the compliance officer and approved before commencement of research activities.

4. TRAINING REQUIREMENTS

4.01 Grantees must complete all training required by the Office of Research and Sponsored Programs (ORSP) by participating in the Collaborative Institutional Training Initiative (CITI) program for RCR. The training topics include: Research Misconduct, Data Management, Authorship, Peer Review, Mentoring, Using Animal Subjects in Research, Conflicts of Interest, Collaborative Research, Research Involving Human Subjects, Research Involving Recombinant Nucleic Acid Molecules or other Hazardous Biological or Chemical Agents, Financial Responsibility, Plagiarism, and Unmanned Aerial Systems (Drones).

4.02 The RCR curriculum and personnel required to complete the curriculum will be set by the ORSP when a proposal is submitted, and funding will not be released until required trainings are completed.

5. ADDITIONAL INFORMATION AND TRAINING REQUIREMENTS

The National Institutes of Health (NIH), National Science Foundation (NSF), and U.S. Department of Agriculture (USDA) require certain categories of researchers to receive RCR training. Responsible Conduct in Research is increasingly viewed as an essential component of training, regardless of a researcher's source of funding.

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This policy also applies to any other NIH-funded programs supporting research training, career development, or research education that requires instruction in responsible conduct of research as stated in the relevant funding opportunity announcements.

- 5.04 In accordance with sections 2, 3, and 8 of Title [2 Code of Federal Regulations \(CFR\) Part 422](#), institutions that conduct USDA-funded extramural

CERTIFICATION STATEMENT

This academic policy statement (APS) has been approved by the reviewer listed below and represents SHSU's Division of Academic Affairs. It is effective as of the date listed below and any previous versions are superseded.

Original: November 14, 2022
Reviewer: Academic Affairs Council

Review Cycle: Five years*
Review Date: Fall 2027

Approved: <signed>
Michael T. Stephenson, Ph.D.
Provost and Sr. Vice President
for Academic Affairs

Date: 5/9/2023

*Effective January 2018, Academic Policy Statements will be reviewed on a rotating 5-year schedule. To transition to a distributed review load, some policies may be reviewed prior to the 5-year timeframe, with subsequent reviews transitioning to the 5-year schedule.