

Responsible and Ethical Conduct of Research Offerings

Responsible and Ethical Conduct of Research for Undergraduate and Graduate Students

Undergraduate and graduate students both enroll in GRAD 9953 Responsible Conduct of Research. This is a zero-credit course available only to Marquette students. GRAD 9953 is composed of online Collaborative Institutional Training Initiative (CITI) modules and in-person discussions. The course is organized into 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. 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. 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.

Responsible and Ethical Conduct of Research for Non-Marquette Students

This course is designed for those individuals who are not enrolled as students at Marquette. The course content is identical to the Responsible Conduct of Research for Undergraduate and Graduate Students. It 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. Enrollment to the administrative site is completed by ORSP. The process does not involve the Office of the Registrar.

Non-MU students enrolled in this program are usually the summer Research Experiences for Undergraduates (REU) site participants. The REU Site PI must send a list of accepted participants to the ORSP Grants Assistant for registration in the class. This site is also reserved in case any student was 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 in RCR training as a matter of compliance.

Participants are identified by the Grants Assistant in collaboration with the PIs, REU PIs, and the Director of Grants Administration and by the Associate Director of Grants Administration at employment termination for students and staff hired on grant-funded projects. The ORSP Grants Assistant enrolls the individual and informs the Associate Dean in the Graduate School of the enrollment.

Responsible and Ethical Conduct of Research for Postdoctoral Fellows, Faculty and Senior Personnel

Individuals who are required to take this training are enrolled in D2L by the Grants Assistant. This training program is composed of online Collaborative Institutional Training Initiative (CITI) modules and

in-person discussions. The course is organized into three units, each containing selected CITI modules (the “RCR Refresher” series) and discussion meetings. Participants access instructional materials for the course and information about the face-to-face discussions via an associated D2L- site. Participants 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 in very rare circumstances should a participant be unexpectedly unavailable to attend a discussion meeting. Participants are not permitted to directly enroll or directly cancel their enrollment. Postdoctoral fellows, faculty and senior personnel are identified at the grant award stage between the PI and ORSP Grants Administration team. The ORSP Grants Assistant enrolls the individual and informs the Faculty Fellow in the Office of Research and Innovation of the enrollment.