



Memorandum To Deans, Center Directors, and Department Chairs

Cc: Dr. Jennifer English, President Faculty Senate
 Dr. John Horack, Vice President for Research
 Dr. Vistasp Karbhari, Provost

From: Gloria Greene, Director Sponsored Programs

Subject: Responsible Conduct in Research Training

Date: January 7, 2011

It has been brought to my attention that there are a number of questions related to the federally mandated RCR training. I would like to take the opportunity to address some of these questions and clarify the requirements.

1. RCR training is an Office of Research Integrity (ORI) requirement for institutions receiving federal research funding. <http://ori.dhhs.gov/documents/rcrintro.pdf> (see pages 12-14). The National Science Foundation and National Institute of Health are the first federal agencies to require institutions to provide proof (certification at the time of proposal submission by the AOR (me) that we are in fact in compliance with ORI requirements.
2. Regardless of the funding agency, RCR training applies to everyone charging to a federally funded research contract or grant, or related cost share account. The purpose of RCR training is to ensure everyone understands and follows responsible research conduct and ethics.
3. The minimum initial RCR training required is a total of 8 hours, of which at least 6 hours must be face-to-face and 2 hours must be web-based. Counting the current on-line training course (0.5 hours web-based) and the upcoming training on January 19th – 20th 2011 (3 hours per course face-to-face), UAHuntsville can offer 6.5 hours towards the 8-hour requirement. It is not mandatory that individuals complete both the Research Misconduct and the Authorship course at this time. However, if they choose to take both courses it will get them that much closer to completing the required initial 8 hours of training.
4. Undergraduate students charging to a federally funded research contract or grant, or related cost share account are only required to complete the UAHuntsville on-line RCR training. The Provost is working with the Deans of each college to identify courses currently being offered that will satisfy the face-to-face requirement for undergraduate students. Once these courses have been identified, more information will be provided.

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5. If an individual is unable to attend the 19th or 20th face-to-face training, future training opportunities will be offered sometime in the Spring 2011. Not attending the January face-to-face training will in no way prohibit anyone from submitting proposals.

6. Please note that in January 2010 NSF required the AOR (me) certify that UAHuntsville has an RCR plan and is conducting RCR training. February 12, 2010, caused a delay. NIH is now requiring the same effective January 2011. UAHuntsville is in the process of building our RCR Program and it is our goal to have the personnel and courses in place so that anyone at anytime can complete their requirement. However, in the interim we encourage you to make use of every opportunity to complete your requirement when training is offered.

7. Until the Compliance Officer is hired, the OSP will coordinate and track RCR training for UAHuntsville. If you have any questions regarding training requirements or the number of hours you have completed, please contact me at greeneg@uah.edu or ext. 2657 or Susan Phelan at susan.phelan@uah.edu or ext. 3747.

I apologize for any confusion I may have caused. If you have additional questions or concerns, please do not hesitate to contact me.