Department of Africana Studies
Policy on Responsible Conduct of Research and Scholarship

RCRS, CITI, and IPT Requirements

Each faculty member, student, postdoctoral researcher, member of research staff, and visitor who is involved in research/scholarship and/or who supervises students in research/scholarship is required to complete the one-time-only, web-based Collaborative Institutional Training Initiative (CITI) training:

Faculty and Staff involved in research and/or mentoring activities:

> •One-time CITI training-RCR module in Humanities or Social Science
> •3 hours IPT training covered in a bi-annual faculty workshop (see curriculum below)

Graduate Students

> •One-time CITI training-RCR module in Humanities or Social Science
> •3 hours of IPT training

Undergraduate students involved in research/scholarship

- One-time CITI training--RCR module in Humanities or Social Sciences

In-Person Training

The Faculty Workshop will be held annually. It will be organized by a faculty member experienced with RCR procedures. The Curriculum will include:

> Discussion of responsible conduct of research: values, standards, and practices; responsible authorship and publication; the treatment of data; conflict of interests; relevant ethical issues including plagiarism, peer review, and intellectual property (one hour).

> Department faculty presentations on their current research and ethical issues associated with it (one hour).

> Discussion of the role of faculty as student mentors, good supervisory and teaching practices, appropriate professional relationships, and resolution of mentoring dilemmas.

Graduate Student IPT will cover the same topics as the Faculty Workshop in 3 hours of instruction spread over two semesters as part of AFS 501 (research methods) and 588 (Teaching practicum).

Undergraduates involved in faculty supervised research will take a special component on RCR included in the syllabus of AFS 487 Research Methods.

Responsibilities/Procededures

The AFS Department Chair will appoint a faculty member to serve as RCR coordinator for a given academic year. The individual will organize the workshop. He/she is responsible for taking attendance and documenting this information in the Department's RCR database.

The instructors of AFS 501 and AFS 588 will be responsible for ensuring that graduate students receive the required RCR training, and their passing grade in that course will certify that they have met the requirement.

The Department Chair will notify the faculty and students of CITI and IPT training by Stony Brook University's email system at the start of their employment or acceptance into the program.

The Following Resources are available to the RCR Coordinator:

https://oir.nih.gov/sourcebook/ethical-conduct/responsible-conduct-research-training/resources-training-directors

https://ori.hhs.gov/education/products/mass_cphs/training_staff/RCReng/RCRHome.htm