SYLLABUS
OFFICE OF RESEARCH
RES 4100/6100: RESPONSIBLE CONDUCT OF RESEARCH

Course Information

Class meeting time: TBD
Modality and Location: Face to Face course, Room TBD
Credit Hours: 0
Syllabus is posted in D2L

Instructor Information

Name: Kristine F. Nowak, Ph.D.
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Office Location: KH 3415
Office phone: 470-578-4941 or MS Teams
Office Hours: By appointment
Preferred method of communication: email (please do NOT email through D2L)

Course Description

The responsible conduct of research is an underpinning of the research enterprise. All researchers need to operate within a set of professional ethics that guide their decision-making. The purpose of this course is to provide researchers the opportunities to read about, consider, and discuss the responsible conduct of their own research. The course is intended to meet the current NIH and NSF requirements for training in the responsible conduct of research.

*This is an **On-site** (in-person/face-to-face) course delivered in a traditional in-person classroom setting at scheduled dates and times. KSU may shift the method of course delivery at any time during the semester in compliance with University System of Georgia health and safety guidelines. In this case, alternate teaching modalities that may be adopted include hyflex, hybrid, synchronous online, or asynchronous online instruction. For this reason, you should pre-arrange access to stable internet capable of handling streaming video demands and a computer with (internal or external) functioning webcam with microphone.*

Course Materials

Required Materials:
- **Desire2Learn** https://d2l.kennesaw.edu – D2L will be used to post all content, documents, and announcements

- **Resources for Research Ethics Education** http://research-ethics.org/topics/overview/ – Required readings will be incorporated from these resources

Learning Outcomes

By the end of the course, a student should
1. Understand the value of ethical decision-making in the conduct of research
2. Know the relevant rules, resources, and issues surrounding the ethical conduct of research
3. Hold a positive attitude towards continued discussion and insight about the ethical conduct of research

Course Requirements and Assignments

CLASS ATTENDANCE
This course is designed to fulfill the Responsible Conduct of Research training requirements stipulated by research funding sponsors including the NIH and NSF. As such, it is only held in interactive, face-to-face sessions. These sessions will be time to explore and probe the ways we apply our personal ethics to our work as researchers. Discussion is a primary component of the course, and participation in these discussions is required to pass the class and receive proof of training.

PREPARATION FOR CLASS SESSIONS
There will be assigned reading and reflection assignments announced and posted on D2L for each class session. It is imperative that all students come prepared to discuss the topic of the week, and thus do all requested reading exercises. Coming to class unprepared will be evident to the others present and will jeopardize the chance to pass the course.

REQUIRED WRITTEN REFLECTION (GRADUATE STUDENTS ONLY)
Consistent with graduate level expectations, graduate students are required to submit a final written assignment that focuses on case studies or examples related to the course topics. Responses to the assignment prompts will be expected to show reflection and maturity commensurate with graduate student status. The assignment will be posted and evaluated on D2L on a satisfactory/unsatisfactory basis.

Evaluation and Grading Policies

This course will be Pass/Fail. A passing grade will be secured via attendance and participation in discussion, as well as satisfactory completion of the final written assignment (for graduate students). Any missed sessions should be made up with the instructor to ensure course completion.

Course Policies

ATTENDANCE
Attending each class period is important and required. This is a discussion-based course, so missing class will mean missing meaningful content. Please contact the instructor if a class session is missed to create a plan to make up the missed session.

POLICY CONCERNING CHANGES TO THE SYLLABUS
Any changes in the syllabus will be announced in class and posted as an announcement at the course website in D2L. An updated syllabus will also be posted on the course website.

INCLEMENT WEATHER POLICY

If the University is CLOSED, there will be no class. Otherwise, class will meet as scheduled. For the official status of the university check the KSU website: http://www.kennesaw.edu/ and click on "Campus Advisories" under the Quick Links tab of Online Resources.

Institutional Policies

Federal, BOR, & KSU Course Syllabus Policies

KSU's ACADEMIC INTEGRITY POLICY
Every KSU student is responsible for upholding the provisions of the Student Code of Conduct, as published in the Undergraduate and Graduate Catalogs. Section 5c of the Student Code of Conduct addresses the university's policy on academic honesty, including provisions regarding plagiarism and cheating, unauthorized access to university materials, misrepresentation/falsification of university records or academic work, malicious removal, retention, or destruction of library materials, malicious/intentional misuse of computer facilities and/or services, and misuse of student identification cards. Incidents of alleged academic misconduct will be handled through the established procedures of the Department of Student Conduct and Academic Integrity (SCAI), which includes either an "informal" resolution by a faculty member, resulting in a grade adjustment, or a formal hearing procedure, which may subject a student to the Code of Conduct's minimum one semester suspension requirement.

KSU Student Resources

This link contains information on help and resources available to students: KSU Student Syllabus Resources

Course Schedule

Note: The course will *only* meet during the weeks indicated.

Week	Week of	Topic
1		Introduction, Research Misconduct
2		Conflicts of Interest, Commitment, & Conscience
3		Authorship, Publication, & Peer Review
4		Reproducibility & Bias; Human & Animal Subjects
5		The Mentor-Trainee Relationship
6		Data Management & Data Sharing
7		Scientists & Society