

Stony Brook University
College of Arts & Sciences
Department of Hispanic Languages and Literature

Policy on Responsible Conduct of Research and Scholarship

RCRS, CITI, and IPT Requirements

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

- One-time online CITI training—RCR module in the Humanities
- 3 hours IPT training in two workshops, 1.5 hours each (see curriculum below)

Graduate Students engaged in research:

- One-time online CITI Training—RCR module in the Humanities
- 3 hours IPT training in initial year in two workshops as part of the GRD 500 course, 1.5 hours each (see curriculum below)

In-Person Training Activities

The faculty and graduate student workshop, of 1.5 hours, will be held annually in the Fall. It will be organized by the Department's RCR Coordinator and the curriculum will include: Discussion of responsible conduct of research: values, standards and practices; responsible authorship and publication; conflict of interests; relevant ethical issues including plagiarism, peer review, and intellectual property.

The faculty-only workshop, of 1.5 hours, will include: Discussion of the role of faculty as student mentors, good supervisory and teaching practices, appropriate professional relationships, and resolution of mentoring dilemmas

The graduate student-only workshop, of 1.5 hours, will include a discussion of these same topics from the perspective of students. Graduate student IPT will be part of GRD 500, which will be scheduled every Fall and required, with 0 credits, of all incoming graduate students. Undergraduate students involved in faculty supervised research (or as RA research assistants) will also take the online CITI Training module along with IPT and mentoring by faculty advisor/mentor.

Responsibilities/Procedures

The department Chair will appoint a faculty member to serve as RCR coordinator for the academic year. He/she will organize the workshops (the two workshops involving graduate students will be co-organized with the director of graduate studies) and will be responsible for taking attendance and recording this information in the department's RCR database. The graduate students' passing grade in GRD 500 will certify that they have met the requirement.

The department Chair will notify faculty and students of CITI and IPT training by SBU email at the beginning of the academic year.