**Guidance for Use of this Document**

This text is a starting point and should modified to match the specific research program goals and needs. Contact the Research Ethics Program at ethics@ucsd.edu is additional clarification is needed.

Note: If trainees are postdoctoral, then please consider requiring or proposing that trainees attend *Ethical Challenges of Research* workshops

(<http://postdoc.ucsd.edu/training/essential-training.html#Ethical-Challenges-of-Research->). These workshops typically involve 20-30 participants per workshop. Workshop topics have similar format and subject matter to the courses. To receive a certificate, participants must complete a total of four workshops, two hours each, including an initial introductory overview workshop.

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**PLAN FOR INSTRUCTION IN THE RESPONSIBLE CONDUCT OF RESEARCH**

Research ethics has been an area of excellence at UC San Diego since 1997. The Research Ethics Program (REP) ensures that instruction in the responsible conduct of research (RCR) is available for all UCSD trainees. Reflecting UCSD’s commitment to creating a culture of integrity for academics at all career stages, the REP offers courses, seminar series, workshops, and individual seminars or lectures tailored to meet the needs of programs throughout the University.

All trainees will be required to take one of two courses offered by the REP, or the equivalent:

1. *Scientific Ethics*: maximum 25 students per section.
2. *Ethics and Survival Skills in Academia*: maximum 35 students.

*See* *REP Education*: [https://ethics.ucsd.edu/education/index.html](https://ethics.ucsd.edu/education/ethics/index.html)

***Format:*** All courses are taught with a minimum of lecture, emphasizing instead face to face student-centered, active learning.

***Subject matter:*** These courses touch on all recommended topics (conflict of interest, human and animal subjects, safe laboratory environments, mentoring, collaboration, peer review, data management, research misconduct, authorship and publication, and social responsibility), but the student-centered design maximizes the chance that students focus on topics of importance and interest to their specific research practices. Fundamentally, the topics covered are defined by the recognition that ethical considerations are synonymous with good science, which is the hallmark of reproducible science.

***Faculty participation:*** Faculty and sponsors/mentors are required to join faculty panels as part of the courses to address questions asked by the students about RCR. Faculty involvement is a requirement of the NIH training requirement. Further, faculty are always welcome to attend course meetings. In addition to these formal courses, informal learning opportunities are considered to be at least as important as formal training in courses. To facilitate their roles as effective trainers, faculty who have not already participated will attend one of two UCSD train-the-trainer programs offered at least annually: (1) *Ethics in Context*, to help faculty infuse research ethics into their research groups or into existing specialty courses and (2) *Research Ethics Courses*, to help faculty create discipline-specific research ethics courses. The combination of these informal approaches with the formal curriculum ensures that trainees will receive a robust exposure to the ethical issues intrinsic to [insert language relevant to proposal focus]

***Duration of instruction:*** The Scientific Ethics course consists of seven two-hour sessions totaling 14-hours of face-to-face training. Ethics and Survival Skills consists of 10 3-hour sessions totaling 30 hours.

***Frequency of instruction:*** All trainees are required to take *Scientific Ethics*, *Ethics and Survival Skills*, or an equivalent course during their tenure as a trainee and at least once each four years. If they have previously taken the course, or a similar course, then they can take a "refresher," consisting of participation in at least two sessions of the *Scientific Ethics* course for a total of four hours, to be supplemented by attendance and participation in at least four additional hours in a wide variety of campus programs on the subject of research integrity.