



# GRAD214 Foundations in Ethical Research: Responsible Conduct of Research for Basic Science Graduate Students

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## Course Description

The Graduate Division coordinates an annual course, GRAD214, entitled "Foundations in Ethical Research Responsible Conduct of Research" (RCR). This course meets the NIH requirements for training in the Responsible Conduct of Research. GRAD214 RCR is required for first-year graduate students enrolled in UCSF's basic science PhD graduate programs. The purpose of this course is to ensure that research trainees are well versed with respect to training in responsible conduct in research (RCR). Students also gain an understanding of federal, state, and UCSF policies and resources available to further support their research endeavors. **In 2024-2025, GRAD 214 attendance will take place 50% in person and 50% remotely.**

**NOTE:** This course spans the Fall, Winter and Spring terms. Students must register for all three quarters. In the Fall and Winter, enroll for GRAD214 for 0 units. For Spring quarter, enroll in GRAD214 for 1.5 units.

## Methods of Instruction

- Course meetings include lectures, case studies, and group discussions.
- Graduate Faculty led discussion groups include case studies and group discussions in smaller groups.



## Learning Outcomes

In this course, you will:

- Be introduced to the “reproducibility crisis” and become familiar with best practices for promoting rigor and reproducibility in research.
- Explore mentor and trainee relationships and apply best practices as a mentor and mentee.
- Gain exposure to important guidelines and resources that ensure the protection of human subjects and the welfare of laboratory animals.
- Learn strategies for prevention of sexual misconduct as well as strategies for building an inclusive work environment.
- Gain awareness of the importance of research security, export controls, foreign travel, and dual use research.

After taking this course, you will be able to:

- Identify the different forms of research misconduct and understand the process for reporting misconduct to the appropriate authorities.
- Explain the significance of ethical decision-making in order to be a responsible member of the scientific community and society as a whole.
- Recognize conflicts of interest (personal, professional, and financial) and learn how to report, manage, or eliminate significant conflicts.
- Apply best practices for productive collaborative research projects including collaboration with industrial partners.
- Employ strategies to avoid authorship disputes and questionable publication practices.
- Understand the importance of peer review and generate responsible peer reviews.
- Organize, store, back-up, and share data responsibly.

## Course Schedule

*Lectures: Meeting Dates and Topics*

**Students must attend at least 50% of lectures (3 out of 6 lectures) in-person.** Students are expected to attend class **in person** when lecture is held on their program’s home campus (indicated below). Students may attend virtually via Zoom for lectures not held on their program’s home campus.



Program	Home Campus
Biophysics, Bioengineering, BMI, CCB, DSCB, ETS, Neurosci, PSPG, Rehab Sci, Tetrad	Mission Bay
BMS, OCS	Parnassus

Topic	Date/Time	Location	
		In-Person	Virtual
<p><i>Session 1:</i> <i>Mentor/Mentee Responsibilities and Conflicts of Interest</i> <b>Naledi Saul, Director, UCSF Office of Career and Professional Services</b></p>	<p><b>September 6, 2024</b> 1:30–3:00pm <i>during New Student Welcome</i></p>	<p><b>Mission Bay</b> Robertson Aud. in the Rutter Conference Center</p>	N/A
<p><i>Session 2:</i> <i>The Reproducibility Crisis</i> <b>Michael Oldham, Ph.D.</b></p>	<p><b>October 7, 2024</b> 11:30-1:00pm</p>	<p><b>Parnassus</b> Health Sciences West 300 (HSW300)</p>	Zoom link (to be added)
<p><i>Session 3:</i> <i>Protection of Human Subjects, Welfare of Laboratory Animals, Collaborative Research and Professionalism</i> <b>Vincent Chen, Ph.D.</b></p>	<p><b>January 13, 2025</b> 11:30-1:00pm</p>	<p><b>Mission Bay</b> TBD</p>	Zoom link (to be added)
<p><i>Session 4:</i> <i>Research Misconduct, Social Responsibility and the Importance of Research Security</i> <b>Mark Ansel, Ph.D.</b></p>	<p><b>February 3, 2025</b> 11:30-1:00pm</p>	<p><b>Parnassus</b> TBD</p>	Zoom link (to be added)
<p><i>Session 5:</i> <i>Responsible Authorship, Publication and Peer Review, and Data Management</i> <b>Jason Gestwicki, Ph.D.</b></p>	<p><b>March 3, 2025</b> 11:30-1:00pm</p>	<p><b>Mission Bay</b> TBD</p>	Zoom link (to be added)
<p><i>Session 6:</i> <i>Developing Inclusive Research Communities, Prevention of Sexual Harassment and Violence</i> <b>Denise Caramagno, MA, LMFT &amp; Kendra Hypolite, MSW, ASW from UCSF CARE</b></p>	<p><b>April 7, 2025</b> 11:30-1:00pm</p>	<p><b>Parnassus</b> TBD</p>	Zoom link (to be added)



### *Discussion Sections: Meeting Dates and Topics*

Discussion sections will be held in the same week as the monthly course lecture. Led by graduate faculty, students will spend 90 minutes in small groups discussing case studies. For the most part, discussion topic(s) will align with the lecture topic(s) for the week. Dates, times, and locations of discussion sections will be set and communicated to students by individual programs; attendance will be recorded. **A minimum of 50% of small group discussions will be held in person.**

- Session 1: Mentor/mentee Responsibilities and Relationships
- Session 2: The Reproducibility Crisis
- Session 3: Research Misconduct and Social Responsibility
- Session 4: Responsible Authorship, Publication, and Peer Review
- Session 5: The Protection of Human Subjects and The Welfare of Laboratory Animals
- Session 6: Conflicts of Interest and Collaborative Research and Professionalism

### **Required Materials**

- Your UCSF ID is required to badge in when you attend lectures in-person to receive credit for attendance.
- The class will be using PollEverywhere to make lecture time more engaging. Participating in the PollEverywhere part of class will be counted towards your final grade. Participation in in-class activities is expected to be at least 75%. You are required to participate with a smartphone, tablet or laptop. If you do not have regular access to a device, please contact the instructor as soon as possible. QR codes and URLs for each PollEverywhere will be displayed during the lectures.

### **Attendance Policy**

In-person lecture attendance is required on the campus at which the student's graduate program is housed. **Students must attend at least 50% (3 out of 6 lectures) in-person.**

Students are permitted **ONE** lecture absence and **ONE** discussion section absence. Missing more than one lecture and one discussion section will result in an incomplete for the course. **If you miss a lecture and/or a discussion section, you must submit the makeup assignment(s) to course CLE.**

### *Makeup Assignments*

#### **If you miss a lecture:**

- Watch the recorded lecture

- Submit 1-2 pages of bulleted notes detailing what you learned after reviewing the lecture
- **If you miss a lecture that was held on your home campus, you must also plan to attend a lecture held in person on the other campus to ensure you meet the 3 out of 6 (50%) in-person attendance requirement.**

Please notify the course TA if you know in advance that you will be absent from a lecture.

**If you miss a discussion:**

- Review the session's case studies
- Submit a 1-2 page summary of the case studies

Please notify the course TA and the faculty leading your discussion section if you know in advance that you will be absent from a discussion section.

## Evaluation of student performance

- Attendance at each lecture and discussion section is required to receive credit for the course. At least 3 out of 6 lectures must be attended in-person for a course pass.
  - PollEverywhere data, badge scans, and Zoom participant reports will be reviewed to monitor attendance and participation for each lecture session.
    - To receive credit for in-person lecture attendance, you must scan your badge with the TA and participate in at least 75% of the PollEverywhere questions.
    - Zoom participant reports and PollEverywhere data will be used to assess whether students who attend the lecture virtually were present and engaged through the duration of session.
  - Faculty leads are responsible for recording attendance for program discussion sections.
- Makeups are only accepted for **ONE** lecture and **ONE** discussion section. Any further absences beyond those allotted will result in a course incomplete.

## Course Contact Information

If you have questions regarding the GRAD214 course, please contact:

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### **Accommodations for Students with Disabilities**

UCSF is committed to providing equal access to students with documented disabilities and conditions that create functional limitations to daily activities. To ensure your access to this course and to the program, students with disabilities may contact Student Disability Services (SDS). There you can engage in a confidential conversation about the process for requesting reasonable accommodations in the classroom and clinical settings. Accommodations are not provided retroactively. Students are encouraged to register with SDS as soon as they begin the program. More information can be found online at [sds.ucsf.edu](http://sds.ucsf.edu) or by contacting SDS at 415-502-6595, [studentdisability@ucsf.edu](mailto:studentdisability@ucsf.edu).

### **Policy on Violence and Harassment**

Our goal is that this classroom is a participatory community where everyone can fulfill their potential for learning; there is no place for sexual harassment or violence. If your behavior harms another person in this class, you may be removed from the class temporarily or permanently, or from the University. If you or someone you know experiences sexual violence or harassment, there are options, rights, and resources, including assistance with academics, reporting, and medical care.