CUNY Research Compliance: Education & Training Initiatives

The best way to ensure compliant and ethical conduct of research is through raising awareness amongst all stakeholders and educating all parties involved in the conduct, oversight and administration of research. With this in mind, we, at CUNY, offer and encourage research compliance education and training initiatives across CUNY Colleges and Schools.

A. Education and training initiatives offered by the University Research Office

1. On-line Training in Responsible Conduct of Research, Protection of Human Subjects, Animal Welfare and Conflicts of Interest: CUNY subscribes to on-line training services, which are available to all CUNY researchers, administrators, and members of the various research compliance oversight bodies.

Details regarding on-line training requirements and access are available at http://www.cuny.edu/research/compliance/training-education/citi-training.html.

   a. Alternatives for Maintaining Valid Certifications in Responsible Conduct of Research (RCR) and Protection of Human Subjects: CUNY researchers are required to refresh their on-line training in RCR every 5 years and in protection of human subjects every 3 years. The refresher course may be replaced with ongoing training obtained through the various conferences, seminars, workshops, brown bag lunches (see A.3 below) or other approved training events offered by CUNY. Each RCR refresher course may be replaced with a total of 15 credit points and each human subject refresher course may be replaced with a total of 12 credit points.

2. Dissemination of Relevant Articles and Information to Administrators: The University Research Office administers listservs for various groups of administrators, including Research Integrity Officers, CUNY Conflicts Officers and CUNY IRB Members. The listservs are used to disseminate policy and procedure updates, relevant journal and media articles, and to introduce new topics for discussion. The Administrators are encouraged to use these materials for training at their respective CUNY College or School.

3. Discipline & Topic Specific Seminars, Workshops & Brown Bag Lunches: The research compliance team organizes various seminars and workshops throughout the course of the year. Information regarding upcoming events and their respective credit toward refresher course requirements is available at http://cuny.edu/research/compliance.html.

4. On-Demand Training Sessions: The research compliance staff provides training in response to requests by individual Colleges, Schools, Departments or Classes on any of the areas of responsible conduct or research compliance. Requests for training sessions should be made by emailing heather.ferreri@cuny.edu.
5. **Conferences:** The research compliance staff organize periodic conferences related to research compliance topics. Select resulting materials are available at [http://www.cuny.edu/research/compliance/training-education.html](http://www.cuny.edu/research/compliance/training-education.html).

6. **Guidance Materials:** The University Research Office develops a number of guidance materials covering many areas of research compliance. Guidance materials are available by topic at [http://www.cuny.edu/research/compliance.html](http://www.cuny.edu/research/compliance.html).

7. **Resource Library:** The University Research Office provides materials, such as flyers, select presentations, etc., related to responsible conduct of research for training and education purposes. These are available on our web site at [http://www.cuny.edu/research/compliance/training-education/Resource-Library.html](http://www.cuny.edu/research/compliance/training-education/Resource-Library.html).

8. **HRPP Coordinator Training:** The research compliance staff hold quarterly meetings of the HRPP Coordinators from across CUNY. The meetings focus on discussions related to any issues of concern, updates in policies and procedures, and best practices.

9. **IRB Member Training:** CUNY University Integrated IRB Members receive training at various points throughout their tenure on the IRB – a) All new members are required to attend an in-person orientation, covering CUNY HRPP policies and procedures; b) CUNY research compliance staff hold an annual IRB member meeting every Fall to discuss any policy updates, hot topics or areas of concern; c) Convened IRB members receive ongoing training on relevant topics during IRB meetings; d) All members receive monthly continuing education newsletters generated by the research compliance staff; and e) the University Research Office sponsors a select number of IRB members to attend the annual Public Responsibility in Medicine & Research (PRIM&R) conference every year.

10. **RCR Training for Post-Docs and Graduate Students:** The University Research Office offers an annual ½ day RCR workshop for post-docs, which covers all elements of responsible conduct of research. The workshop is offered in the Spring of each year.


12. **Research Compliance Administrators:** The University Research Office holds annual meetings of the following groups from across CUNY: a) Research Integrity Officers; b) College Conflicts Officers; and c) Export Control Administrators. The meetings focus on discussions related to any issues of concern, updates in policies and procedures, and best practices.

13. **Sponsored Research Compliance:** The research compliance staff requests attendance at the Council of Grants Officers meetings as needed to inform the grants officers of any relevant policy or procedural updates.
B. **Education and training initiatives offered by CUNY College or School**

Recognizing that the administrators on-site at the CUNY Colleges and Schools are most cognizant of the needs of their respective campus, research administrators at the Colleges and Schools are strongly encouraged to explore best strategies and methods for raising awareness and providing training in responsible conduct of research and research compliance. The research compliance staff at the University Research Office is available to provide support to the administrators as they implement their training initiatives. Suggestions for College/School level initiatives include:

1. College-wide or School-wide training for researchers at all levels.

2. Departmental training on relevant topics, incorporated into regularly scheduled Department meetings.

3. Integration of RCR and/or research compliance training into the regular coursework of research intensive fields of study.

4. Collaborative initiatives with other CUNY Colleges or Schools with similar education or training needs.