



Responsible Conduct of Research for Biomedical Graduate Students
OBS&GYN 955 **Fall 2023**

I. Course Information

Instructor Information

Primary Course Instructor: Ian M. Bird, PhD
Office: 7 E. Meriter Hospital, 202 S. Park St, Madison, WI 53715
Office Hours: By appointment only
Office Telephone: 608-417-6252 (use only if an emergency)
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Course Administration

TA: Soma Banerjee
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Course Administrator: Mark Marohl
Office: 6152 Medical Sciences Center, 1300 University Ave; Madison, WI 53706
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Course Time and Location:

Class Time: 8:30 am – 10:10 am
Day: Tuesdays
Location: 408 Service Memorial Institute (1300 University Avenue, 4th floor)

Course Options

50% Graduate Coursework Requirement

Instructional Modality

Instruction is face-to-face

Credit Information

2 credits
This class meets for one 100-minute class period each week over 15 weeks during the fall semester and carries the expectation that students will work on course learning activities out of the classroom for every class period. The syllabus includes additional information about meeting times and expectations for student work.

The credit standard for this course is met by an expectation of a total of 90 hours of student engagement with the course learning activities (at least 45 hours per credit), which include regularly scheduled class meetings, required readings, reviewing course materials, and preparing a written final exam.

Substantive Interaction

This course provides substantive interaction between faculty and students through direct instruction and through facilitated small group discussions.

Course Description

Meets the NIH Institutional Training Grant requirements of instruction in the nine recommended areas of conflict of interest - personal, professional, and financial; policies regarding human subjects, live vertebrate animal subjects in research, and safe laboratory practices; mentor/mentee responsibilities and relationships; collaborative research including collaborations with industry; peer review; data acquisition and laboratory tools; management, sharing and ownership; research misconduct and policies for handling misconduct; responsible authorship and publication; the scientist as a responsible member of society, contemporary ethical issues in biomedical research, and the environmental and societal impacts of scientific research for MS and PHD graduate students in the Biological Sciences. Weekly lectures will be followed by small group discussion of reading assignments of case studies. Invited guest speakers and faculty will be the primary source of instruction for the first hour of the course.

Prerequisite

Graduate/Professional Standing Only

Textbook & Course Materials

Required Text

- Scientific Integrity, 3rd Edition. Francis Macrina ISBN:1-55581-318-6

This book is being provided students enrolled in the course online via view-only in Box for use during the semester. Use this link to access the folder: <https://uwmadison.box.com/s/cbkuwd0jilelxj90m9trdap8dqspgavu>. It will also be emailed to you in the course welcome email.

Recommended Texts & Other Readings

- On Being A Scientist: A Guide to Responsible Conduct in Research, 3rd Edition, National Academy of Science. ISBN-10: 0-309-119701-7
- At the Helm 2nd Edition: A Laboratory Navigator, Baker, Kathy, Cold Spring Harbor Press. ISBN: 0879698667
- Making the Right Moves: A Practical Guide to Scientific Management for Post-docs and New Faculty, Howard Hughes Medical Institute Download the book at: <https://www.hhmi.org/sites/default/files/Educational%20Materials/Lab%20Management/Making%20the%20Right%20Moves/moves2.pdf>
- Other readings will be made available via email or distributed in class.

Course Requirements

- Internet connection (DSL, LAN, or cable connection desirable)

Course Structure

Class Format - The first half of class will be lecture format on the topic listed in the syllabus by either the instructor indicated or an appropriate invited speaker. The second half of class will focus on a discussion of case studies and application of ideas and concepts from the lecture.

Online Resources - Additional resources will be presented in class or via email

- NIH Grant Review Process Videos:
<http://public.csr.nih.gov/aboutcsr/contactcsr/pages/contactorvisitscrpages/nih-grant-review-process-youtube-videos.aspx>
- National Post-doc Association Responsible Conduct of Research homepage:
<http://www.nationalpostdoc.org/publications/rcr>
- Office of Research Integrity, US Department of Health and Human Services: <http://ori.hhs.gov/>; The Lab (video recommended for Research Misconduct)
- AAMC Pre & Postdoctoral Scholar's Mentor/Mentee Compact
<http://www.ctsi.umn.edu/sites/default/files/Mentor-Mentee%20Compact.pdf>
- Scientific Integrity - a companion site to the text book : www.scientificintegrity.net

II. Course Objectives

Learning Objectives - This course is designed to facilitate the acquisition of knowledge through a sequence of lectures and group discussion on the nine recommended topics in Responsible Conduct of Research established by the National Institutes of Health. Each lecture has specific learning objectives to be accomplished by the end of the 100-minute class period. Measurement of learning objectives will include observation of group discussion and a final written exam. Students will also complete a course evaluation form on the final day of class.

Learning Outcomes – By the end of this course, students will

1. Be knowledgeable of the ethics and philosophies that shape our understandings of the responsible conduct of biomedical research
2. Understand and utilize some best practices in the responsible conduct of biomedical research
3. Be aware of mechanisms and processes available to UW-Madison graduate students to help ensure the practice of the responsible conduct of biomedical research

III. Lecture Schedule

<i>Date</i>	<i>Course Topics</i>	<i>Instructor</i>	<i>NIH Topics Covered</i>	<i>Reading Assignment (Macrina Book)</i>
09/12/2023	Mentor/Mentee Responsibilities	Dr. Ian Bird	C,D,E	Chapter 3, AAMC Compact 2008, Case Study
09/19/2023	Research Misconduct	Dr. Cody Wenthur	I,J,K	Chapter 11, Appendix VI
09/26/2023	Rigor and Reproducibility	Dr. Alexey Glukhov	G, H, I	No book chapter
10/03/2023	Authorship & Peer Review	Dr. Jon Audhya	F,I,J	Chapter 4
10/10/2023	Human Subjects VIRTUAL	Office of Research Compliance – Heather McFadden	B,E,H	Chapter 5
10/17/2023	Biosafety	Environment, Health & Safety – Tara Schnell	B,D,E	No book chapter
10/24/2023	Vertebrate Animals	Dr. Eric Sandgren	B,E,H,J,	Chapter 6
10/31/2023	Creating an Individual Career Development Plan	Graduate School, Office of Professional Development – Alissa Ewer	N/A	No book chapter

11/07/2023	Collaborative Research VIRTUAL	Research and Sponsored Programs – Christy Schulz, Ben Tiller, Andy Chen	E,G,H,J	Chapter 8
11/14/2023	Intellectual Property VIRTUAL	Office of Industrial Partnerships – Matt Van Eperen, Maggie Frawley	G,H,I	Chapter 9
11/21/2023	Conflict of Interest VIRTUAL	Office of Research Policy and Integrity – Sam Leinweber, JD	A,I	Chapter 7
11/28/2023	Creating a Positive Work Environment	Employee Assistance Office – Hailey Krueger, CEAP	N/A	No book chapter
12/05/2023	Funding Scientific Research	Dr. Laura Hernandez	E,F,I	No book chapter
12/12/2023	The Scientist & Society	Drs. Ian Bird & Chad Vezina	K	Chapter 1

Grading Policy

Graded Course Activities

Points	Description
50 points	Attendance and Participation
50 points	1 Comprehensive Final Exam
100 points =100%	

Attendance, Participation and Absence Policy

This course is scheduled to meet 1 day per week for 100 minutes each session and weekly attendance will be taken. Topics in this course have the potential to generate and stimulate a robust discussion with many diverse points of view; you the student will benefit from active participation in large and small group discussion as in many situations there are no clear cut answers to the situations in the case studies.

On-time arrival is being present no later than 8:45 a.m. to receive full credit for attendance. Arrival after 8:45 a.m. will result in a deduction to the day's attendance.

The mode of instruction for this course is in-person, per the Chancellor and Provost's guidance. This is an important commitment to our students and program community. It is also true that we expect all members of our course to protect and respect each other, which includes not attending this class if you have potential symptoms of, a positive test for, or an exposure to COVID-19, regardless of vaccination status. To support this expectation, we remind you that we allow three absences from this course, with no questions asked (although advance notice is required when possible). We understand that these absences may not be sufficient to properly protect the health of our program and campus community. With presentation and lecture-based courses, we are concerned that additional absences will lead to a considerable loss of learning opportunities without sufficient options to remediate such loss and, therefore, prevent students from meeting course goals and expectations. To ensure that students will not face a tradeoff between their education and their commitment to the health of their communities, we are willing to undergo the additional logistics and preparation to provide real-time online access to this course. Access to this online option must be (1) requested in writing in advance, and (2) with sufficient notice that the course instructor and support personnel can reasonably accommodate the request. In respect for your privacy, we will not ask for details on your health status and do not expect you to provide them. Current campus health and safety guidance can be found at covidresponse.wisc.edu.

Class Participation Expectations - Students are expected to have completed the required readings prior to the start of each class. Additional readings may be assigned. While participants may be passionate about a particular point of view, discussion is expected to remain professional and respectful of all individuals, levels of experience and area of scientific study.

Absences - Students are expected to notify the teaching assistant by email at least one week in advance of planned absence. Up to three excused absences are allowed. Students must make up their absences by completing the readings and catching up on missed material.

Exams

There will be 1 comprehensive take home exam due on the final day of class that integrates all of the material learned throughout the semester. More details will be provided in November. The exam must be sent to the TA via email by 3:30 pm on the posted due date to receive full credit.

Letter Grade Assignment

This course will follow the standard A-F grading scale at UW-Madison:

Letter Grade	Percentage	Performance
A	93-100%	Excellent Work
AB	87-93%	Nearly Excellent Work
B	83-86%	Good Work
BC	77-82%	Above Average Work
C	70-76%	Average Work
D	60-69%	Below Average Work
F	0-59%	Failing Work

IV. Course Policies**Understand When You May Drop This Course**

It is the student's responsibility to understand when they need to consider withdrawing from a course. Refer to the Registrar's website for dates and deadlines for registration and withdrawal.

Privacy of Student Records and the Usage of Audio Recorded Lectures

Lecture materials and recordings for OBS&GYN 955 are protected intellectual property at UW-Madison. Students in this course may use the materials and recordings for their personal use related to participation in this class. Students may also take notes solely for their personal use. If a lecture is not already recorded, students are not authorized to record lectures without instructor's permission unless the student is considered by the university to be a qualified student with a disability requiring accommodation. [Regent Policy Document 4-1] Students may not copy or have lecture materials and recordings outside of class, including posting on internet sites or selling to commercial entities. Students are also prohibited from providing or selling their personal notes to anyone else or being paid for taking notes by any person or commercial firm without the instructor's express written permission. Unauthorized use of these copyrighted lecture materials and recordings constitutes copyright infringement and may be addressed under the university's policies, UWS Chapters 14 and 17, governing student academic and non-academic misconduct.

Course Evaluations

Students will be provided with an opportunity to evaluate this course and your learning experience. Student participation is an integral component of this course, and your confidential feedback is important to me. I strongly encourage you to participate in the course evaluation.

UW-Madison uses a digital course evaluation survey tool called [AEFIS](#). For this course, you will receive an official email two weeks prior to the end of the semester, notifying you that your course evaluation is available. In the email you will receive a link to log into the course evaluation with your NetID. Evaluations are anonymous. Your participation is an integral component of this course, and your feedback is important to me. I strongly encourage you to participate in the course evaluation.

Academic Integrity

By virtue of enrollment, each student agrees to uphold the high academic standards of the University of Wisconsin-Madison; academic misconduct is behavior that negatively impacts the integrity of the institution. Cheating, fabrication, plagiarism, unauthorized collaboration, and helping others commit these previously listed acts are examples of misconduct which may result in disciplinary action. Examples of disciplinary action include, but is not limited to, failure on the assignment/course, written reprimand, disciplinary probation, suspension, or expulsion.

Accommodations for Students with Disabilities

The University of Wisconsin-Madison supports the right of all enrolled students to a full and equal educational opportunity. The Americans with Disabilities Act (ADA), Wisconsin State Statute (36.12), and UW-Madison policy (Faculty Document 1071) require that students with disabilities be reasonably accommodated in instruction and campus life. Reasonable accommodations for students with disabilities is a shared faculty and student responsibility. Students are expected to inform faculty of their need for instructional accommodations by the end of the third week of the semester, or as soon as possible after a disability has been incurred or recognized. Faculty will work either directly with the student or in coordination with the McBurney Center to identify and provide reasonable instructional accommodations. Disability information, including instructional accommodations as part of a student's educational record, is confidential and protected under FERPA.

Students' Rules, [Rights & Responsibilities](#)**Diversity & Inclusion**

Diversity is a source of strength, creativity, and innovation for UW-Madison. We value the contributions of each person and respect the profound ways their identity, culture, background, experience, status, abilities, and opinion enrich the university community. We commit ourselves to the pursuit of excellence in teaching, research, outreach, and diversity as inextricably linked goals.

The University of Wisconsin-Madison fulfills its public mission by creating a welcoming and inclusive community for people from every background – people who as students, faculty, and staff serve Wisconsin and the world. <https://diversity.wisc.edu/>