

Course Syllabus

GRAD 6302/8302 Responsible Conduct of Research

Fall 2025, Wednesdays, 9-10:40 (2 credit hours) - [Fretwell 116](#)

[ACADEMIC CALENDAR](#)

[TOPIC Schedule](#)

Instructor: Cathy Moore, PhD

Cameron Hall | Room 301 | 704-687-1825 | UNC Charlotte

moore-rcr@charlotte.edu

Course Description

An introduction to several aspects of a successful professional career emphasizing research. Designed to benefit graduate students across the University. Focuses on practical skills and critical research, highlighting the core areas of instruction required by the National Institutes of Health (NIH) and National Science Foundation (NSF). Features several different speakers with expertise in various areas of professionalism and research ethics. Required course for all doctoral students.

Course Objectives

By the end of this course, students should:

- Be familiar with the nine core areas of the Responsible Conduct of Research recognized by both the National Science Foundation and the National Institute of Health, including:
 1. Research Misconduct
 2. Conflicts of Interests and Commitments,
 3. Data Acquisition, Management, Sharing and Ownership,
 4. Protection of Human Subjects,
 5. Lab Animal Welfare,
 6. Mentor and Trainee Responsibilities,
 7. Collaborative Research,
 8. Authorship and Publication
 9. Peer Review
- Understand additional topics:
 1. Laboratory Safety, Dual Research Use Concerns and Research Security
 2. Science and Social Responsibilities
- Be aware of legal, professional, and institutional regulations and expectations related to the Responsible and Ethical Conduct of Research;
- Better understand the content and purpose for the professional rules and codes of ethics that apply in their own disciplines.

Grading

Course grade will be based on **attendance, case reports and presentations, active participation in classroom discussions,** and **professionalism** (including prompt arrival to class; attendance for the entire class; respect for speakers and classmates).

GRAD 6302 Graded (A/B/C/F) 10pt scale.

GRAD 8302 Pass/Unsatisfactory (P/U) Earn at least 320 of the available 400 points.

Attendance: 200 points; **Group Presentation:** 100 points; **Weekly homework:** 100 points

Criteria for Course Grades:

This class is heavily weighted on attendance and many scheduled speakers including peers will be presenting; therefore attendance will be taken at 9:05am. Excused tardy requests can be made in writing up to one week for the start of class and make up work may be considered (up to 50 points).

Group Presentation. Students will work in groups of 2-3 students throughout the semester. Each group will:

- Select a Research Misconduct case
- Analyze and present using **Babeau's Framework** *Developing a Well-Reasoned Response to a Moral Problem in Scientific Research*.

Presentation Structure:

- **Introduction:** Summary of the case and applicable standards.
- **Analysis:** Evaluate facts, policies, and regulations.
- **Conclusion:** Recommendation for investigation and rationale.
- **References:** Cite relevant legal and institutional policies.

Rubric for Grading Case Study Presentation (Scale 1-5)

- Structured with intro, analysis, and conclusion
- Accurate identification of policies and standards
- Equal participation by group members
- Demonstrated effort and understanding
- Clarity and organization

Peer-Reviews will also account for 10% of the final grade.

Important Dates

- Fall Term: August 18 - December 15, 2025
- Withdrawal Deadline – October 1, 2025
- Last day of class - December 2nd

Required Materials

The **primary resource** for this course is Nicholas H. Steneck's *Introduction to the Responsible Conduct of Research*, published in 2007 by the U.S. Department of Health and Human Services. This text can be downloaded in its entirety at the following link: <https://ori.hhs.gov/ori-introduction-responsible-conduct-research>

Secondary resources, which will be assigned on a weekly basis, include:

- Muriel Bebeau, *Developing a Well-Reasoned Response to a Moral Problem in Scientific Research*: A PDF will be available on Canvas.
- The UNC Charlotte Research Misconduct Policy and Supplemental Procedures: <https://legal.uncc.edu/policies/up-309> and <https://legal.uncc.edu/sites/legal.uncc.edu/files/media/UP-309-ResearchMisconduct-PROCEDURES.pdf>
- Key Federal Regulations Governing Research Misconduct: https://ori.hhs.gov/sites/default/files/42_cfr_parts_50_and_93_2005.pdf ; https://www.nsf.gov/oig/_pdf/cfr/45-CFR-689.pdf
- NSF OIG's "Assessing Intent in Research Misconduct Investigations": [NSF OIG Assessing Intent in Research Misconduct Investigators](https://www.nsf.gov/oig/_pdf/cfr/45-CFR-689.pdf)
- ORI's Complainant Issues in Research Misconduct: <https://ori.hhs.gov/sites/default/files/Complainantarticle-Pascal-8-06.pdf>
- UNCC Resources & Policy Governing Conflicts of Interests in Research: <https://legal.uncc.edu/policies/up-101.24>

Attendance

The authority to excuse a student's class absence(s) and to grant a student academic accommodation (turn in a late assignment(s), provide extra time on an assignment, reschedule an exam(s) etc.) sits with the individual instructor. Please discuss expected absence at least 1 week in advance for make-up coursework. Three tardies will equal one absence.

Students are encouraged to work directly with their instructors regarding class absences for medical appointments, military/court orders, and/or personal and family emergencies, such as a death in the immediate family, where a student is able to provide an instructor with appropriate supporting documentation of the absence. The final decision for approval of absences and missed work or make-up work is determined by the instructor.

The [Office of Student Assistance and Support Services \(SASS\)](#) can provide notification to faculty of emergency situations, when a student is unable to do so and when the office has been made aware of such emergencies. In such situations, the SASS office may also be able to assist with verification of such emergencies, once a student is able to return to classes. The SASS office does not provide verification of absences for car trouble, weather issues, personal activities, work, weddings, vacations, or University-sponsored events. Absences related to such activities should be discussed directly with the faculty member.

Should a student need assistance from the SASS office in verifying an emergency situation, they can submit an [online request form](#) and attach supporting documentation. Please note that students are not required to go through the SASS office at any time regarding absence verification, and the SASS office does not have the authority to excuse absences, allow for make-up work, or provide other academic accommodations.

In cases of absence due to pregnancy or parenting (pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions), students should contact the Title IX Office to obtain absence verification by completing the form at <http://bit.ly/332eaGd>.

Course Policies and Expectations

This syllabus contains the policies and expectations I have established for Responsible Conduct of Research. Please read the entire syllabus carefully before continuing in this course. These policies and expectations are intended to create a productive learning atmosphere for all students. Unless you are prepared to abide by these policies and expectations, you risk losing the opportunity to participate further in the course.

Classroom Conduct: I will conduct this class in an atmosphere of **mutual respect**. I encourage your active participation in class discussions. Each of us may have strongly differing opinions on the various topics of class discussions. *The conflict of ideas is encouraged and welcome.* The orderly questioning of the ideas of others, including mine, is similarly welcome. However, I will exercise my responsibility to manage the discussions so that ideas and arguments can proceed in an orderly fashion. You should expect that if your conduct during class discussions seriously disrupts the atmosphere of mutual respect I expect in this class, you will not be permitted to participate further.

Syllabus Revision: The standards and requirements set forth in this syllabus may be modified at any time by the course instructor. Notice of such changes will be by announcement in class, or by written or email notice, or by changes to this syllabus posted on the Canvas course website.

Attendance: In accordance with the [ACADEMIC CALENDAR](#), students are expected to attend every class and remain in class for the duration of the session. Failure to attend class or arriving late may impact your ability to achieve course objectives which could affect your course grade. An absence, excused or unexcused, does not relieve a student of any course requirement. Regular class attendance is a student's obligation, as is a responsibility for all the work of class meetings, including tests and written tasks. Any unexcused absence or excessive tardiness may result in a loss of participation points..

If the instructor is late in arriving to class, you must wait a full 15 minutes after the start of class before you may leave without being counted absent, or you must follow any written instructions I may give you about my anticipated tardiness. This 2-credit course requires 2 hours of classroom or direct faculty instruction a week and 4 hours of out-of-class student work each week for approximately 15 weeks. Out-of-class work may include but is not limited to: required reading, library research, presentation preparation and written reports.

Withdrawals: Students are expected to complete all courses for which they are registered at the close of the add/drop period. If you are concerned about your ability to succeed in this course, it is important to make an appointment to speak with me as soon as possible. The University policy on withdrawal allows students only a limited number of opportunities available to withdraw from courses. It is important for you to understand the financial and academic consequences that may result from course withdrawal.

Academic Integrity: All students are required to read and abide by the [Code of Student Academic Integrity](#). Violations of the Code of Student Academic Integrity, including plagiarism, will result in disciplinary action as provided in the Code. Definitions and examples of plagiarism are set forth in the Code. The Code is available from the Dean of Students Office or online.

Preferred Gender: This course affirms people of all gender expressions and gender identities. If you prefer to be called a different name than what is indicated on the class roster, please let me know. Feel free to correct me on your preferred gender pronoun. If you have any questions or concerns, please do not hesitate to contact me.

Title IX: UNC Charlotte is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these incidents, know that you are not alone. UNC Charlotte has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

Course Policies: All students are required to abide by the UNC Charlotte [Sexual Harassment Policy](#) and the policy on [Responsible Use of University Computing and Electronic Communication Resources](#). Sexual harassment, as defined in the UNC Charlotte Sexual Harassment Policy, is prohibited, even when carried out through computers or other electronic communications systems, including course-based chat rooms or message boards. In addition, electronic video, image capture, and/or audio recording is not permitted during class, whether conducted in person or online, unless the student obtains permission from the instructor. If permission is granted, any distribution of the recording is prohibited. Students with specific electronic recording accommodations authorized by the Office of Disability Services do not require instructor permission; however, the instructor must be notified of any such accommodation prior to recording. Any distribution of such recordings is prohibited.

Student Support: Students in this course seeking accommodations for disabilities must first consult with the Office of Disability Services and follow the instructions of that office for obtaining accommodations.

Be sure to take advantage of the wealth of resources and support available at UNC Charlotte. Some of the resources available to you include the University Writing Resource Center, University Counseling Center, and the J. Murrey Atkins Library.

- [University Center for Academic Excellence \(UCAE\) | \(704\) 687 7837 | uncc-ucae@uncc.edu](#)
- [University Writing Resources Center \(WRC\) | 704-687-1899 | wrchelp@uncc.edu](#)
- Veteran Student Services | 704-687-5488 | veteranservice@uncc.edu
- [University Counseling Center | 704-687-0311](#)
- [Multicultural Resource Center | 704-687-7121 | mrc@uncc.edu](#)
- [List of computer labs on campus](#)
- [Atkins Library Laptop Lending program](#)

Electronics: *The use of cell phones, smart phones, or other mobile communication devices is disruptive, and is therefore prohibited during class.*

Students are permitted to use computers during class for note-taking and other class-related work only. Please discuss with the instructor any additional devices that you may need to enhance your course experience.

All students are required to abide by the UNC Charlotte Sexual Harassment Policy and the policy on Responsible Use of University Computing and Electronic Communication Resources. Sexual harassment, as defined in the UNC Charlotte Sexual Harassment Policy, is prohibited, even when carried out through computers or other electronic communications systems, including course-based chat rooms or message boards.

Religious Accommodation: Students who, acting in accordance with this Policy, miss classes, examinations or other assignments because of a religious practice or belief must be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a [Request for Religious Accommodation request](#) to their instructor prior to the census date for enrollment for a given

semester. The census date for each semester (typically the tenth day of instruction) can be found in [UNC Charlotte's academic calendar](#).