ADVANCING RESEARCH AND INNOVATION   FEBRUARY 2019

HOT TOPICS
OFFICE OF RESEARCH AFFAIRS

The Office of Research Compliance and Integrity (RCI) provides timely notices to the research community on important information, policies updates and regulatory initiatives and changes. See the RCI website at http://blink.ucsd.edu/sponsor/rci/index.html.

In This Issue

KUALI COI WEB-BASED ELECTRONIC SYSTEM PROCURED UNDER THE ENTERPRISE SYSTEM RENEWAL

A key goal of UC San Diego's Strategic Plan is to create an agile, sustainable, and supportive infrastructure to facilitate research at UC San Diego. An essential tool required to support this goal is the enterprise contract and grant system, which supports over $4 billion a year in proposal transactions and tracks over $1 billion of awarded research dollars annually. The Enterprise System Renewal (ESR) program signed a contract with Kuali for their Kuali Research Module, which will be used to manage the sponsored projects lifecycle, replacing the Coeus ePD, IP and award modules. In addition, UC San Diego will also utilize the Kuali COI Module, which is a web-based platform that provides for an electronic conflict of interest disclosure process.

The Kuali COI Module is designed to collect, process, store, and report information about the discloser's financial interests and outside activities related for conflict of interest. The Kuali COI Module will integrate with Kuali Research to automate and facilitate the completion of conflict of interest disclosure forms for its employees and affiliates.

Some of the high-level objectives with the implementation of the Kuali COI Module are:

- ► Transition COI disclosure processes from a paper/PDF manual process to the Kuali COI solution
- ► Review and improve current discloser and COI business processes
- ► Improve compliance with Federal and State regulations and University policies

The anticipated target is for Kuali Research and Kuali COI to launch at the same time. As we get closer to the development and launch of the Kuali COI Module, we anticipate engaging faculty and staff for their feedback, as well as providing training. Information about Kuali COI is available on the Kuali COI webpage. For questions, please contact the Conflict of Interest Office at info-coi@ucsd.edu, (858) 534-6465 or the Conflict of Interest Director, Jennifer J. Ford at jjford@ucsd.edu.

RESPONSIBLE CONDUCT OF RESEARCH

UC San Diego and its research community are responsible for fostering research that is performed in an ethical and responsible manner. Responsible conduct of research (RCR) training promotes awareness and application of ethical principles and standards in all aspects of research. Depending on the research funding source, the specific RCR requirements may vary. In addition to some departmental requirements for RCR training, the two primary requirements for RCR training are set by the National Institutes of Health (NIH) and the National Science Foundation (NSF).

National Institute of Health (NIH)
NIH requires that all trainees and scholars receiving support through any NIH training, career development (individual or institutional), research education or dissertation research grant, must receive instruction in responsible conduct of research. Substantial face-to-face discussions among the participating trainees, a combination of didactic and small-group discussions (e.g. case studies), and participation of research faculty members are highly encouraged. Online courses can be a useful supplement to instruction; however, online instruction, by itself, is considered insufficient to meet the NIH RCR training requirement.

Training Options:
   ► Undergraduate Students: On request, the Research Ethics Program will provide, or advise on developing, cost effective training options.
   ► Graduate Students: The Research Ethics Program offers courses for graduate students to meet the NIH training requirements. More information and registration can be found on the Research Ethics Program Core courses home page.
   ► Postdoctoral Scholars: The Office of Postdoctoral and Visiting Scholar Affairs (OPVSA) offers 'Ethical Challenges of Research' series.
   ► Customizable Department Courses: Departments are encouraged to develop their own RCR training plans in consultation with the Research Ethics Program to ensure their plans meet the format and content requirements of NIH. The Research Ethics Program can assist in setting goals, selecting topics to be covered, identifying useful approaches for teaching and learning, and assessing outcomes, as well as offering 'Train the Trainer Workshops.'

National Science Foundation (NSF)
NSF requires that institutions provide training and oversight in the responsible and ethical conduct of research to undergraduates, graduate students, and postdoctoral researchers supported by NSF.

Training Options:
   ► Undergraduate Students: RCR training is integrated into the online Academic Integrity Tutorial that

all undergraduates must take prior to enrolling in their second quarter. Completion of this course is tracked by the Academic Integrity Office. Departments are encouraged to include undergraduate students in additional training opportunities appropriate to their level of participation in research.

- ► Graduate Students and Postdoctoral Scholars:
  - ▪ Department organized trainings that include direct faculty mentoring
  - ▪ The [Research Ethics Program Core](#) courses or UCSD's Research Ethics Program can be consulted to customize courses and/or a program
  - ▪ [Online CITI training RCR courses](#).
  - ▪ Postdoctoral scholars: The [Office of Postdoctoral and Visiting Scholar Affairs](#) (OPVSA) offers an '[Ethical Challenges of Research](#)' series. For postdoctoral scholars training completed outside of OPVSA, Departments are responsible for tracking and submitting completion verification into RSAS or sending to OPVSA.
    Certification of training is required before reappointments are issued.

Regardless of the funding, Departments are responsible for tracking the completion of training requirements associated with extramural awards. For further information on training resources, including Train-the-Trainer Workshops, customized departmental programs and the Research Ethics Program Core, please contact the UC San Diego Research Ethics Program at (858) 822-2647 or [ethics@ucsd.edu](#). For general information on RCR training, please see the [Responsible Conduct of Research training](#) [page](#). If you have questions or need additional information, please contact the Research Compliance and Integrity Office at (858) 822-4939 or [rci@ucsd.edu](#).

AAALAC ACCREDITATION SITE VISIT: COMING FALL 2019

Why Is This Important To You And Your Laboratory?

- ► [AAALAC International](#) is a private, nonprofit organization that promotes the humane treatment of animals in science through voluntary accreditation and assessment programs. AAALAC accreditation is similar to the Joint Commission accreditation for hospitals and covers organizations that use animals in research, teaching or testing. Accredited organizations include universities, hospitals, government agencies, pharmaceutical and biotechnology companies and other types of research organizations.

- ► AAALAC accreditation is considered the "gold standard" and is viewed very favorably by granting agencies. Many institutions will not consider collaboration with other institutions or companies that are not AAALAC accredited.

- ► The AAALAC site visit team will visit all animal use areas, including vivaria, laboratories where animals are used, and satellite facilities using "*The Guide for the Care and Use of Laboratory Animals*" as the basis for their assessment.

- ► The [University of California Office of the President (UCOP) Policy](#) requires that all UC campuses be AAALAC accredited. UC San Diego must be re-evaluated at a site visit every three years to maintain its accredited status.
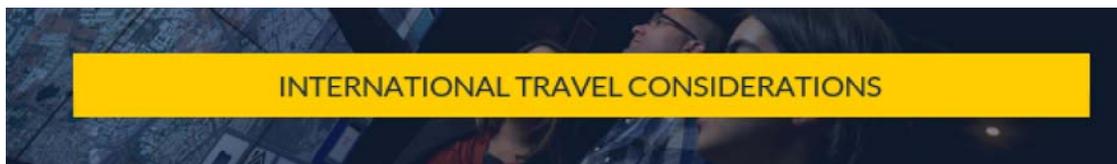
How Can You Prepare For The Site Visit?

In the coming months, the Institutional Animal Care and Use Committee (IACUC) Office will be sending a wealth of information to help you prepare for the site visit. In the meantime, Principal Investigators and their teams can start preparing by:

- ► Reviewing your animal protocols and [IACUC Policies](#)
- ► Cleaning up, organizing, and discarding old supplies and drugs
- ► Updating your Personnel Qualifications (PQ) form to make sure it includes all species of animal with which you are working

► Completing all training that has been assigned to you

If you have questions about preparing for the site visit, please contact the IACUC Office at iacuc@ucsd.edu or (858) 534-6069 for assistance.

INTERNATIONAL TRAVEL CONSIDERATIONS

UC San Diego researchers travel the world to research, collaborate and present their findings to advance science. It is important that our researchers are aware of valuable information and resources to mitigate the impact of unexpected weather, health, security and customs incidents.

Ensure Your Trip is Registered
Business Travel Accident Insurance coverage is automatic if you book travel with Connexxus, UC's business travel booking program. If you book through another source, then you must register for insurance. For additional information, see the Blink Business Travel Accident Insurance page.

Additionally U.S. citizens and nationals travelers are urged to enroll in the Department of State Smart Traveler Enrollment Program (STEP) to receive security messages and to make it easier to locate you in an emergency. The State Department uses these security messages to convey information about terrorist threats, security incidents, planned demonstrations, natural disasters, etc.

Consult the U.S. Department of State's Travel Advisory Website
The Travel Advisory website provides country specific travel information on active State Department warnings, alerts and guidance related to travel to each country such as entry and exit requirements, local laws and customs, health conditions, etc.

Reduce Cyber Risk
The UC San Diego International Travel Security Blink page provides guidance and resources to help reduce your cyber risk and protect UC San Diego data during international travel.

Review the FBI Travel Factsheets for Safety and Security
The Student and Business factsheets provide information on threats that travelers may face as well as tips on avoiding unsafe situations.

Obtain Export Clearance for UC San Diego Items being Handcarried or Shipped
The UC San Diego Export Control Office provides travel letters to researchers traveling abroad that are handcarrying UC San Diego owned items. The Export Control Office will also advise on required export licenses, complete the application to obtain the license or indicate what additional paperwork is required for customs clearance. Travel to sanctioned countries such as Cuba or Iran requires an export license review and licensing depending on the country and activities to be performed. Please see the UC San Diego travel preauthorization requirements.

For questions or additional information, please contact the Export Control Office at export@ucsd.edu or (858) 246-3300.

**RESEARCH COMPLIANCE HOT TOPICS
AND TRAINING PROGRAM**

The UC San Diego Research Compliance and Integrity Office is pleased to offer the Research Compliance Hot Topics and Training Program (Program) to all UC San Diego faculty, staff and students. The Program provides training through a variety of forums, including workshops, videos, Newsletters and other activities, and is designed to serve as an educational resource to assist the UC San Diego research community with the complexities of conducting research. See the information below for the upcoming session:

> ► **February 27, 2019, 12:30 – 2:00 p.m., Leichtag, Room 107**
> **Conflict of Interest (COI): Navigating COI, the Disclosure Forms**
> **and Conflict of Commitment**

In this session, the UC San Diego Conflict of Interest (COI) Office will provide information on navigating COI policies for faculty and staff, essential information for understanding and completing the conflict of interest disclosure forms (inclusive of guidance on areas of concern), an introduction to Kuali COI, the intersection of COI and Conflict of Commitment as well as a question and answer section.

Please register by February 22, 2019, at the UC Learning Center.   In the search field (upper right corner), enter "RCI: Conflict of Interest (COI): Navigating COI, the Disclosure Forms and the Intersection with Conflict of Commitment." From the "Select" box, select Register in the dropdown menu. Select the radio button for the session and date, click Submit in the lower right corner of the page. You will receive an email registration confirmation.

To listen to recordings of past sessions, please visit the Research Compliance and Integrity website. If you have any questions, please contact the RCI Office at (858) 822-4939 or rci@ucsd.edu.