

Responsible Conduct of Research (RCR) Requirements for College of Music Graduate Students

****** REQUIRED for students entering Spring 2017 and later *** This is now a graduation requirement !***

The Office of the Provost and the Office of the Vice President for Research and Graduate Studies at MSU require that all programs involved in graduate education develop a Responsible Conduct of Research (RCR) Training Plan. All academic units at MSU are required to implement RCR training, as teaching responsible practices in research, scholarship, and creative activities is fundamental to the integrity of every graduate program.

It is critically important that early career scholars understand that their research/scholarly work impacts others and contributes to the research/scholarship of others in important ways that may not always be clear. Research and creative works are supported by public and/or private funding. These sources trust that new information generated through funding is accurate, true, and carefully considered. Inaccurate (flawed, incorrect) results can occur from mistakes or chance. In some instances, individual researchers violate the principles of research integrity by intentionally misrepresenting their findings (research misconduct).

The College of Music has developed RCR plans for all graduate degrees in music. These are outlined below. They follow the model developed by the Graduate School and the Office of the Vice President for Research and Graduate Studies, in consultation with the college associate deans for graduate education. All graduate students enrolling for the first time in spring 2017 or thereafter must follow the plans outlined below.

This is now a graduation requirement.

For further information about fulfilling this requirement, please contact Susan Hoekstra, Graduate Advisor, at shoekst@music.msu.edu.

MM in Performance, Conducting, Piano Pedagogy, Collaborative Piano, Jazz Studies, Composition

Requirement: 4 CITI online modules and 6 hours of discussion-based training. See below for specific information about fulfilling this requirement. Tracking of the status of all RCR requirements will be included in each graduate student's annual evaluation.

At the beginning of year 1, you are required to attend the RCR workshop (1½ hour) held as part of the College of Music Orientation for new graduate students. Tracking will be done by the College of Music Graduate Office.

The remaining hours of discussion-based training will occur during the two required courses in musicology.

By the end of year 1, you are required to complete the following CITI Online Modules:

- Introduction to the Responsible Conduct of Research
- Authorship
- Plagiarism
- Research Misconduct

Completion will be tracked automatically in SABA.

To register for these modules <https://ora.msu.edu/CITI-RCR-registration>

The remaining hours of discussion-based training will occur during the two required courses in musicology.

MM in Music Education (Plan B—without thesis) and MM Music Theory

Requirement: 4 CITI online modules and 6 hours of discussion-based training. See below for specific information about fulfilling this requirement. Tracking of the status of all RCR requirements will be included in each graduate student's annual evaluation.

At the beginning of year 1, you are required to attend the RCR workshop (1½ hour) held as part of the College of Music Orientation for new graduate students. Tracking will be done by the College of Music Graduate Office.

By end of year 1, you are required to complete the following CITI Modules:

- Introduction to the Responsible Conduct of Research
- Authorship
- Plagiarism
- Research Misconduct

Completion will be tracked in SABA.

To register for these modules <https://ora.msu.edu/CITI-RCR-registration>

The remaining hours of discussion-based training will occur during MUS 864 Research in Music Education or MUS 830 Research Methods and Materials in Music.

MM in Music Education (Plan A - with thesis) and MA in Music History.

Requirement: 4 CITI online modules, 6 hours of discussion-based training, and 3 additional CITI online modules. See below for specific information about fulfilling this requirement. Tracking of the status of all RCR requirements will be included in each graduate student's annual evaluation.

At the beginning of year 1, you are required to attend the RCR workshop (1½ hour) held as part of the College of Music Orientation for new graduate students. Tracking will be done by the College of Music Graduate Office.

By end of year 1, you are required to complete the following CITI Modules:

- Introduction to the Responsible Conduct of Research
- Authorship
- Plagiarism
- Research Misconduct

Completion shall be tracked in SABA.

To register for these modules <https://ora.msu.edu/CITI-RCR-registration>

The remaining hours of discussion-based training will occur during MUS 864 Research in Music Education or MUS 830 Research Methods and Materials in Music.

By the end of year 2 you must complete 3 additional CITI Modules:

- Conflicts of Interest
- Collaborative Research
- Peer Review

Completion will be tracked in SABA.

To register for these modules <https://ora.msu.edu/CITI-RCR-registration>

PhD Students

Requirement: 4 CITI online modules, 6 hours of discussion-based training, 3 additional CITI online modules, and 3 hours of annual refresher training beginning in year 3 and for any year thereafter. See below for specific information about fulfilling this requirement. Tracking of the status of all RCR requirements will be included in each graduate student's annual evaluation.

At the beginning of year 1, you are required to attend the RCR workshop (1½ hour) held as part of the College of Music Orientation for new graduate students prior to beginning of classes.

Tracking will be done by the College of Music Graduate Office.

By end of year 1, you are required to complete the following CITI Modules:

- Introduction to the Responsible Conduct of Research
- Authorship
- Plagiarism
- Research Misconduct

Completion shall be tracked in SABA.

To register for these modules <https://ora.msu.edu/CITI-RCR-registration>

The remaining hours of discussion-based training will occur during MUS 864 Research in Music Education or MUS 830 Research Methods and Materials in Music.

By the end of year 2, you must complete 3 additional CITI Modules:

- Conflicts of Interest
- Collaborative Research
- Peer Review

Completion will be tracked in SABA.

To register for these modules <https://ora.msu.edu/CITI-RCR-registration>

Beginning in year 3 and including any subsequent years, you must complete 3 hours of refresher training annually. This is accomplished through one-on-one meetings with the faculty advisor of your dissertation, document, and/or lecture-recital(s). Tracking will be done by the College of Music Graduate Office in consultation with individual faculty.

DMA Students

Requirement: 4 CITI online modules, 6 hours of discussion-based training, 3 additional CITI online modules, and 3 hours of annual refresher training beginning in year 3 and for any year thereafter. See below for specific information about fulfilling this requirement. Tracking of the status of all RCR requirements will be included in each graduate student's annual evaluation.

At the beginning of year 1, you are required to attend the RCR workshop (1½ hour) held as part of the College of Music Orientation for new graduate students prior to beginning of classes. Tracking will be done by the College of Music Graduate Office.

By end of year 1, you are required to complete the following CITI Modules:

- Introduction to the Responsible Conduct of Research
- Authorship
- Plagiarism
- Research Misconduct

Completion shall be tracked in SABA.

To register for these modules <https://ora.msu.edu/CITI-RCR-registration>

The remaining hours of discussion-based training will occur during 830 Research Methods and Materials in Music and during the two required courses in musicology.

Beginning in year 3 and including any subsequent years, you must complete 3 hours of refresher training annually. This is accomplished through one-on-one meetings with the faculty advisor of your dissertation, document, and/or lecture-recital(s). Tracking will be done by the COM Graduate Office in consultation with individual faculty.