This syllabus is intended as a guide for this course. Dates, assignments, and evaluation are subject to revision by the instructor. Any such revisions will be announced in advance.

### COURSE FACULTY

**Course Director:** Carol Webb, PhD  
**Title:** Professor of Medicine  
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**Office Hours:** By Appointment  
**Telephone:** (405) 271-4188

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**Title:** Coordinator, GPIBS  
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### WELCOME FROM THE COURSE DIRECTOR / TEACHING PHILOSOPHY

Welcome to Integrity in Scientific Research. This course is designed to satisfy the NIH requirement that all trainees receive training on the importance of maintaining integrity and high ethics in science. Topics of discussion include the many ethical issues encountered in biomedical research, including the use of human subjects and animal models, data ownership, plagiarism, and others. This course is discussion-based and led by multiple faculty leaders with experience in the areas to be discussed. Students are encouraged to read the topics before class and take part in the discussions, to best facilitate a more active learning environment.

### COURSE DESCRIPTION

This course will focus on the issues important to maintaining integrity in scientific endeavors. Topics to be discussed include ethical decision making, data collection and analysis, intellectual property, competitive pressures, technology transfer, authorship practices and human and animal studies.

### PREREQUISITE(S)

Admission to GPIBS or permission from the Instructor.

### CLASS TYPE

Lecture/Discussion

### COURSE OBJECTIVES

- Students will be able to apply knowledge acquired from this course that they may responsibly perform research and adhere to high standards of scientific integrity.
LEARNING OUTCOMES
This course is designed to fulfill federal requirements for instruction in responsible conduct of research and is required to obtain a graduate degree.

CLASS PREPARATION
Students are responsible for completing all assigned readings and materials, whether discussed in class or not (including any written or verbal updates, all lecture material, independent study, and other information provided). All assignments are due on the date provided by each individual instructor. All material will be provided to students, with instructions, via D2L.

PROFESSIONALISM

Plagiarism
Plagiarism is a serious offense and is not tolerated in any of its forms. It is a form of academic misconduct under the HSC Academic Misconduct Code. Examples of plagiarism include, but are not limited to, 1) copying sentences nearly verbatim from another source or 2) working together on a take-home exam where the instructions clearly state that the answers are to be composed independently. Plagiarism is monitored by the Turnitin software within the D2L system. Turnitin reports will be reviewed by the Course Coordinator and reported to the Course Directors.

In all instances of plagiarism, the faculty member, with the permission of the Course Directors, will take away points from the plagiarized assignment, resulting in a decreased grade up to and including a grade of “0.” Academic misconduct charges may also be filed, in accordance with the Academic Misconduct Code, found in appendix C, section 12.1 of the Faculty Handbook.

Classroom Behavior
Though classroom discussion is encouraged, students are expected to respect the instructor and classmates by exhibiting professional behavior at all times. Cell phones should be silenced and put away during class. The use of laptop computers should be limited to accessing journal articles required for the specific lecture and for note-taking. Students are also expected to regularly arrive on time to lectures. Lapses in professionalism, including but not limited to the issues listed above, may result in a Professional Concerns Report submitted to the Graduate College by the Course Directors, as described in section 3.2 the GPIBS Handbook.

ATTENDANCE
Students are absent if they 1) arrive 10 minutes or more after the beginning of the scheduled start of the class, 2) do not arrive to class at all, or 3) leave at any time prior to the conclusion of the class. The Course Coordinators and Course Directors will monitor attendance for each class via sign-in sheets. If the student misses any lecture, then the student will receive an ‘incomplete’ (I) grade. To replace the letter grade of “I”, the student must attend each lecture that was missed at the next class offering in the following academic year. The letter grade of ‘I’ is described in section 3.3 of the GPIBS handbook. Any absence does not change the scholastic expectation of the course.

Important: In accord with NIH requirements, class attendance is mandatory. You must have a 100% attendance record to pass this course. No absences are allowed for this course

PARTICIPATION
Students are expected to contribute to discussion and engage instructors with questions and answers. Preparation and classroom participation is a major graded criterion for this course.
CONDUCT OF THE COURSE

Textbook

Assignments (Final Paper)
The paper will discuss ethical issues of the Hwang stem cell case. Pick 3 of the following for comment; describe briefly what happened in the case that relates to each issue; discuss why it was wrong, or questionable, or not a problem; and discuss what could have been done to avert the problems. You should not need more than 2 pages. Due December 11 by 5 PM.

(a) use of human subjects
(b) data analysis, falsification of data
(c) reporting misconduct
(d) authorship
(e) peer review
(f) discrimination, harassment
(g) conflicts of interest
(h) mentoring
(i) record keeping

Evaluation Methods
Attendance and the final paper are the primary means of evaluating student performance and are the graded component of this course. There is no exam.

Grading Rubrics
60% = Preparation and Participation
40% = Final Paper

Attendance is absolutely mandatory for this course. Students who attend and participate will receive the full 60% of the “Preparation and Participation” criterion. Students must submit a paper, which is worth 40% of the total grade. The paper will be graded by the Course Director.

EVALUATION AND GRADING

Grading Scale
Satisfactory = 100-75%
Unsatisfactory = 74-0%

Class attendance is mandatory. You must have a 100% attendance record to pass this course. One final paper will be given to ensure the students have learned and retained the required material. Students must receive a 70% or greater grade to receive a grade of satisfactory. If a student does not turn in the final paper and/or has any absences, the student will receive a grade of incomplete (I) and must retake the course in the following year. The letter grade of ‘I’ is described in section 3.3 of the GPiBS handbook.
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<td>Gillian Air</td>
<td>Methods, Manners and Ethics</td>
<td>Chs 1 &amp; 2</td>
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<td>Fri Sep 4</td>
<td>Eric Howard and Madeline Budda</td>
<td>Ethical use of animals in research</td>
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<td>Mary Carter</td>
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<td>Fri Sep 18</td>
<td>James Tomasek</td>
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<td>Fri Sep 25</td>
<td>Carol Webb</td>
<td>Peer Review</td>
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<td>Fri Oct 2</td>
<td>Pat Gaffney</td>
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<td>Fri Oct 9</td>
<td>FALL BREAK</td>
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<td>Jimmy Ballard</td>
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<td>Dean Myers</td>
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<td>Fri Oct 30</td>
<td>Anne Pereira</td>
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<td>Ch 10 &amp; App. VI</td>
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<td>Larry Rothblum</td>
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<td>Hal Scofield</td>
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<td>Fri Nov 20</td>
<td>James Tomasek</td>
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<td>Monday Nov. 23, 1-2*</td>
<td>Judith James</td>
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<td>Thanksgiving Break</td>
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<td>Fri Dec 4</td>
<td>Faustina Layne</td>
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<td>Fri Dec 11</td>
<td>William Hildebrand</td>
<td>Who owns the data?</td>
<td>Ch 9</td>
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* Note different date and time
Required Policy Statements

This syllabus is intended as a guide for this course. Dates, assignments, and evaluation are subject to revision by the instructor. Any such revisions will be announced in advance.

Copyright. This syllabus and all related course material are protected under US Copyright Law and may not be further disseminated in any form or format without the prior explicit written consent of the faculty member. Failure to comply with this provision may subject the student to disciplinary action and/or state or federal action.

Student Professional Behavior in an Academic Program. Ethical and professional behaviors are considered a core competency in an academic program and thus are key factors in a student’s good academic standing. Upon acceptance of an offer of admission, the student commits to comply with all professional conduct regulations established by the University, respective college, and program. The complete Student Professional Behavior in an Academic Program policy is at www.ouhsc.edu/provost/documents/FacultyHandbookOUHSC.pdf.

Academic Misconduct Code. The Academic Misconduct Code describes academic misconduct as any acts intended to improperly affect the evaluation of a student’s academic performance or achievement. Academic Misconduct includes but is not limited to cheating, plagiarism, fabrication, fraud, destruction, bribery or intimidation, assisting others in any act proscribed by the Code, or attempting to engage in such acts. The policy and procedures related to academic misconduct are detailed in the Academic Misconduct Code found in Appendix C of the Faculty Handbook at www.ouhsc.edu/provost/documents/FacultyHandbookOUHSC.pdf.

Academic Appeals. The Academic Appeals policy outlines the procedure a student must follow to request a hearing for appeals related to evaluation in a course, thesis or dissertation defense, or general or comprehensive exam. It also outlines the appeal process for a suspension or dismissal or under the Student Professional Behavior in an Academic Program Policy and for appeals of decisions resulting in dismissal, expulsion, or suspension from a program or of being required to repeat a semester of year. The sole basis for an academic appeal is an alleged prejudiced or capricious academic evaluation or decision. Policy and procedure details are in Appendix C of the Faculty Handbook at www.ouhsc.edu/provost/documents/FacultyHandbookOUHSC.pdf.

Accommodation on the Basis of Disability. The University of Oklahoma is committed to the goal of achieving equal educational opportunity and full participation for students with disabilities. Accommodations on the basis of disability are available by contacting the Disability Resource Center (DRC) by email at drc@ou.edu or by calling (405) 325-3852 or Voice (405) 325-4173/TDD. Information on policies and registration with the Disability Resource Center may be found on the DRC website at: www.ou.edu/drc. Students requesting accommodations related to work in a course must contact the DRC as soon as possible; accommodations are not made retroactively.

Sexual Misconduct. For issues regarding gender-based discrimination, sexual harassment, sexual misconduct, stalking, or intimate partner violence, the University offers a variety of resources, including Advocates-On-Call 24/7, counseling services, mutual “No Contact orders,” scheduling adjustments, and disciplinary sanctions against the perpetrator. Information is available from the Sexual Misconduct Office at (405) 325-2215 (8AM-5PM) or the Sexual Assault Response Team at (405) 605-0013 (24/7).
Adjustment for Pregnancy/Childbirth Related Issues. Students needing modifications or adjustments to course requirements because of documented pregnancy-related or childbirth-related issues should contact the college’s Assistant/Associate Dean for Student Affairs (or academic advisor) or the Disability Resources Center (www.ou.edu/drc) as soon as possible to discuss. Generally, modifications will be made where medically necessary and similar in scope to accommodations based on temporary disability. See www.ou.edu/content/eoo/faqs/pregnancy-faqs.html for answers to commonly asked questions.

Course Drop/University Withdrawal. The student is responsible to submit required University paperwork before the deadlines to drop or withdraw from a course, shown in the Academic Calendar at http://admissions.ouhsc.edu/AcademicCalendar.aspx. Missed homework and examination grades will be entered as a grade of zero if a student fails to formally drop the course or withdraw from the University.

Laptop/Device Encryption and Anti-Virus Software. In advance of examinations, students must check that their laptop or PC includes up-to-date encryption software and the necessary programs for securing the device. Students who obtain new or replacement devices at any time can request access to the Student Virtual Desktop at http://ouhsc.edu/sde. OU IT will grant student access within 24 hours of request submission. Students can log in at https://mydesk.ou.edu. All students should continue to encrypt their devices with Windows 10 and MacOS encryption tools and install anti-virus software. Instructions and recommendations are linked at: Windows 10 Encryption, MacOS Encryption, and Anti-Virus Software.

COVID-19 Related Academic Policies. The OUHSC COVID-19 Return Plan (here) includes the HSC policies referenced below, as well as others intended to mitigate the spread of COVID-19. If you believe you have a medical condition that prevents you from complying with these requirements or others, please refer to the Reasonable Accommodations section of this syllabus. As a student, compliance with the following expectations is your responsibility:

1. Social Distancing. You must practice social distancing at all times when you are in class or are performing academic-related responsibilities or assignments in University facilities or outdoor spaces. Social distancing requires at least 6-feet be maintained between individuals. The sole exception to practicing social distancing in class or when performing academic-related responsibility is when the instructor informs you that the nature of a particular academic assignment, task, or activity cannot be performed with social distancing. You will be given specific instructions in such situations.

2. On Campus. You must wear an approved face covering (see Return Plan section IV, Masks) at all times when you are in University facilities. It must cover your nose and mouth when worn. If you need a mask, you may pick one up from the centralized Student Affairs office for your campus. Non-medical grade masks with exhalation valves are not permitted on campus unless a surgical style mask is worn over it. Scarves, bandanas, gaiters, buffs, and the like are also not permitted as substitutes for masks.

3. On-Campus Clinical Laboratory or Simulation-based Instruction. In academic activities where the assignment, task, or activity cannot be performed with social distancing, the instructor will provide specific directions for maintaining COVID-19 precautions during the assignment, task, or activity.

4. Off-Campus and On-Campus Clinical or Experiential Instruction. If your academic responsibilities or assignments require you to go to on- or off-campus facilities for clinical or other experiential instruction, you must comply with the COVID-19 related policies of those
facilities. You will receive specific directions from your instructor related to your particular class and the relevant guidelines.

**COVID-19 Screening and Reporting.** All students are responsible to know the University’s COVID-19 Screening Guidance listed here.

A. **Initial Return to On-site Instruction or Clinic Rotation:**

1) Complete the online COVID-19 Screening & Reporting Tool. The Student & Employee Health Clinic will notify you, via your University email address, of your screening results.
2) After receiving your screening results, please send your results to the specified email address for your college/program outlined in your results email.

B. **Each time you experience one of the scenarios listed in the online COVID-19 Screening Guidance, you must follow the below steps:**

1) Complete the COVID-19 Screening & Reporting Tool. The Student & Employee Health Clinic will notify you, via your University email address, of your screening results.
2) After receiving your screening results, please send your results to the specified email address for your college/program outlined in your results email.
3) After forwarding your screening results to the specified college results email address, you can send your screening results to your individual instructors or preceptors.

Please note: If you have questions regarding the screening or reporting process, contact HSC Student Affairs at (405) 271-2416 or students@ouhsc.edu or OU-Tulsa Student Affairs at (918) 660-3100 or TulsaSA@ou.edu

**Absences.** If you will be absent from a course activity for any reason, it is your responsibility to notify the instructor as specified by the course syllabus.

**HIPAA Compliance.** The University of Oklahoma complies with all federal and state laws related to the confidentiality of patient and research participant medical information, including the Privacy and Security Regulations issued pursuant to the Health Insurance Portability and Accountability Act (HIPAA). Students are required to comply with these laws and related University policies and procedures, including the HIPAA Privacy and Security policies http://ouhsc.edu/hipaa/policies.asp. Students are required to complete the University’s mandatory annual HIPAA training at http://ouhsc.edu/hipaa. Students must also comply with the related policies and procedures of their departments and any facilities in which they rotate.

**Responsible Conduct of Research.** Students, as members of the University community, have the responsibility to ensure the integrity and ethical standards of any research activity with which they are associated directly or of which they have sufficient knowledge to determine its appropriateness. Students are governed by the Policy on Ethics in Research (Faculty Handbook Section 3.25) at www.ouhsc.edu/provost/documents/FacultyHandbookOUHSC.pdf.

**Distance Learning Notification.** In a Distance Learning Classroom (DLC), a student’s voice, physical presence, materials, and participation in classroom activities may be transmitted to distance learning sites and videotaped or digitally captured. DLC video/digital archives are used internally by the University for educational and informational purposes.