

Name of Policy [Research data and responsible
conduct of scholarship and research](#)

Policy Number: 3364-70-02

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Approving Officer: President

Responsible Agent Vice President for Research

Scope All University of Toledo Campuses

- (1) Conflicts of interest (personal, professional, and financial).
 - (2) Policies regarding the use of human subjects in research.
 - (3) Policies regarding the use of animals in research.
 - (4) Laboratory safety, biohazard management, chemical safety, and policies regarding the use of radioisotopes and radiation sources and controlled substances in research.
 - (5) The responsibilities and relationships of mentors and mentees.
 - (6) Collaborative research.
 - (7) The peer review process.
 - (8) Data acquisition and laboratory tools; management, sharing and ownership of data and research tools.
 - (9) Research misconduct and policies for handling research misconduct.
 - (10) Authorship and publication.
 - (11) Science and engineering in society which may include: responsibilities to the community and society; ethical issues in research; and the environmental and societal impacts of scientific research.
 - (12) Export control.
 - (13) Compliance with terms and conditions contained within agreements related to research activity such as federal awards, sponsored project agreements, material transfer agreements, and confidentiality agreements.
- (E) University Responsibilities
- (1) The responsibilities of the University in research activities include, but are not limited to:
 - (a) Ensuring compliance with the terms of sponsored project agreements;
 - (b) Monitoring and regulating the appropriate use of animals, human subjects, recombinant DNA, biological agents, radioactive materials, and the like;
 - (c) Protecting the rights of faculty, staff, and students, including, but not limited to, their rights to access to data from research in which they participated for their programs of study;
 - (d) Securing the intellectual property rights of the University; and

- (e) Facilitating the investigation of charges, such as scientific misconduct or

- (d) Beyond the period of retention specified here, the destruction of research records is at the discretion of the RD. Records will normally be retained in the unit where they are produced. Research records must be retained in University facilities unless pursuant to procedure (F)(5)(d) below. For additional information regarding specific records retention procedures see the University of Toledo's [General Records Retention Schedule](#) PEMC /Sp 9y MCI22.645

- (i.) Researchers given access to Research Data from any source are subject to all University rules, state and federal laws, and

<p>Approved by:</p> <p><u>/s/</u> Gregory C. Postel, M.D. Interim President</p> <p><u>November 18, 2020</u> Date</p> <p>Review/Revision Completed by: Senior Leadership Team</p>	<p>Policies Superseded by This Policy: 03-012 Responsible conduct of scholarship and research (former Health Science Campus Policy, revision date 07/01/03)</p> <p>Initial Effective Date: March 25, 2008</p> <p>Review/Revision Date: August 19, 2011, November 18, 2020</p> <p>Next review date: November 18, 2023</p>
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Resources

University Policies

Integrity in research and scholarship, 3364-70-21

Protection of human subjects in research, 3364-70-05

Use of biohazardous materials, recombinant and synthetic nucleic acids, stem cells, and toxins in research, 3364-70-06

The Use of Controlled Substances in Animal and in vitro research, 3364-70-27

Laboratory animal welfare, care and use, 3364-70-10

Facilities and administration policy, 3364-70-23

Technology incident response policy, 3364-65-10

University of Toledo [General Records Retention Schedule](#)

Patent Policy, 3364-70-04

Laws and Regulations

Ohio Revised Code §3345.14 <http://codes.ohio.gov/orc/3345.14> and §ORC 149.43
<http://codes.ohio.gov/orc/149.43>

[bin/retrieveECFR?gp=&SID=2b696098de1ff50ea0b25e7959b4b0bb&r=PART&n=22y1.0.1.13.57](#)

Export Administration Regulations (EAR)- 15 CFR sections 730-774,
<https://www.govinfo.gov/content/pkg/CFR-2020-title15-vol2/xml/CFR-2020-title15-vol2-part730.xml>

NIH Requirement for Instruction in the Responsible Conduct of Research, NOT-OD-10-019

Other Resources

National Academies of Sciences, Engineering, and Medicine. 2017. Fostering Integrity in Research. Washington, DC: The National Academies Press.