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- Laboratory workers, including faculty, students and staff working in laboratories, will certify that they have completed general training that is specified by the MU Research & Scholarship Administration.
- Specialized training will be required for individuals who work with animals, human subjects, radioactive materials, recombinant DNA and/or potentially infectious microorganisms. Specific training will be directed by the MU Research & Scholarship Administration appropriate to the type of research.
- Laboratory space assignment is purview of MU Research & Scholarship Administration. Research space may be assigned to individuals whose research productivity requires access to laboratory facilities. Additional research space may be developed on the basis of need. The research facilities include several pieces of major equipment and access to this equipment will be part of the resources available to each investigator.

 Marian University College of Osteopathic Medicine is committed to compliance with United States Copyright Law and recognizes both the importance of creating new works in the course of academic and scholarly activities and in using the works of others in teaching and research. Therefore, the Faculty, staff and administration of the College of Osteopathic Medicine will abide by the provisions of the copyright chapter in the University Faculty Handbook which can be found at this link: <a href="https://marianedu.sharepoint.com/sites/hr-portal/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2Fhr%2Dportal%2F

Shared%20Documents%2FFaculty%20and%20Staff%20Handbooks&viewid=8f7a284e

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- Marian University College of Osteopathic Medicine recognizes that experiential learning through participation in original research is a distinguishing feature of a well-rounded education and a hallmark of medical schools in general. The synergistic relationship of student to mentor in the research environment provides benefit to both and advances the respect, recognition, and reputation of the institution. However, it is incumbent on the faculty mentor to be certain that student researchers are capable of accurate and safe work often in an environment they are unaccustomed to. This policy addresses both students and mentors. Institution-wide policy and process for students involved in research is detailed here:
 - https://marian.instructure.com/courses/3502642/pages/marian-university-student-research-registration-form?module item id=93747788
- Mentored research experiences may be obtained by Marian students in laboratories or clinical sites not directly part of Marian University. Marian students engaged in such activities are required to inform the University in advance by accessing this Qualtrics survey (https://tinyurl.com/mucom-student-research)

The Office of Sponsored Programs & Research (OSPR) partners with the growing and changing research community at Marian University to provide oversight, administrative structure, and consultation to enhance researchers' abilities to obtain and manage sponsored programs. We strive to provide the highest level of professionalism and expertise to support and promote Marian's research environment.

- OSPR prepares, reviews, and submits proposals to external sponsors and negotiates and accepts funding on behalf of the University for research, instruction, and other sponsored activity.
- OSPR supports the research community by establishing policies related to sponsored program funding, providing guidance and consultation, and serving as a formal liaison with the sponsor on administrative changes throughout the life of the award.
- COM must comply with Office of Sponsored Programs and Research (OSPR) policies. Specific policies are available with the Director of Sponsored Programs in the OSPR or here: https://marian.instructure.com/courses/3502642/wiki

- Marian University College of Osteopathic Medicine recognizes the necessity of involving living human beings as participants in various research investigations that have ability to advance medical knowledge and support the quest for better treatments for illness and maintenance of human health.
- The ethical principles of autonomy of the individual, beneficence, and justice are memorialized in the Belmont and Helsinki declarations and the University through its Institutional Review Board (IRB) has developed procedures to meet these ethical standards
- The MU IRB has two panels which, respectively, deal with biomedical research or social behavioral research.
- MU-COM faculty members, students, and staff (, a)-1 (n (s)1 2aR5 (pr12, s)1 (tude)e (a)-1 (t1 (in)-1 (8i6 (s)py)-

- Marian University College of Osteopathic Medicine recognizes that using living organisms in research requires caution. Proper protection is needed for investigators in the laboratory and proper controls are needed.
- The Institutional Biosafety Committee (IBC) reviews research conducted at Marian University for compliance with the NIH Guidelines for Research and approves research projects that comply with the Guidelines. The IBC also reviews and approves research involving: microorganisms and viruses pathogenic to humans, plants or animals; select agents; biological material from human and non-human primates; biological toxins; animal tissue that presents zoonotic disease concerns.
- Marian University has developed the Institutional Biosafety Committee (IBC) to be the single body that receives applications for and approves use of materials with biohazard potential
- Marian University faculty members, students, staff and other affiliated individuals who participate in research involving materials regulated by the MU IBC are covered by this policy.
- The entire policy and procedure document embodied in the application form for the Marian University Institutional Biosafety Committee (IBC) is linked below. Investigators should refer to those materials for guidance on when/if IBC approval is needed for a particular project.
- Investigators are reminded that CITI training will be required before any approval of research protocols will be allowed. Details are available through the current IBC Chairperson at ibc@marian.edu
- When approval for purchase or receipt of potentially biohazardous materials is required by a vendor or other institution prior to shipment or sale, this approval will be authorized through the IBC Chairperson.
- The full IBC policy can be found: https://www.marian.edu/institutional-biosafety-committee-(ibc)

- Marian University College of Osteopathic Medicine recognizes the necessity of employing animals in biomedical research. Federal guidelines have regulatory authority over animal use in research and this policy is intended to assure compliance with all relevant regulations and guidelines ensuring safe and ethical use of animals as research subjects.
- The University has developed two Institutional Animal Care and Use Committees (IACUC), one to oversee
 the MU Ancilla College campus, and the other to oversee the MU-Indianapolis campus and receives
 applications for and approves of animal use in research. The ethical use of animals will require
 prospective approval of research protocols to be executed by appropriately trained and experienced
 investigators
- All use of live vertebrate animals is covered by this policy. This includes animals used for teaching or research. All faculty, students and staff will be required to abide by this policy.
- The entire policy and procedure document embodied in the application form for the Marian University Institutional Animal Care and Use Committee (IACUC) is available on the public Canvas course: https://marian.instructure.com/courses/1603082. Investigators should refer to those materials for guidance

- beyond the budget allowable.
- For budgeting management purposes, all orders will be placed through the Director of Research Laboratories via a laboratory management software. This allows keeping track of encumbered funds. Investigators are reminded that most items cost more than the price of the item as listed due to shipping costs. Expedited shipping and shipping on ice or dry ice can exaggerate costs.
- All active investigators will be given accounts on a laboratory management software
 program. All items for purchase should be requested through this software which
 allows management of the budget and gives investigators the ability to ensure that
 exactly the intended item gets ordered.

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