



Responsible Support Oversight Committee (RSOC)
University of Maryland, College Park
CHARTER

The University of Maryland's (UMD) reputation as a premier research institution depends upon its reputation for research integrity. It is in this spirit that we expect all research undertaken at the institution to meet the highest standards for integrity in all areas of research endeavors (e.g., authorship and publication; data management and reporting; export compliance; conflict of interest and conflict of commitment disclosures and transparency; mentorship; use of human subjects or animals; laboratory, biological and radiation safety; etc.) as established by the international research community.

To that end, we are dedicated to providing our faculty, students, trainees, and staff with the support, education, and resources necessary to ensure a culture of integrity in every aspect of their work.

The Research Support Oversight Committee (RSOC), originally established in November 2016, serves as an advisory group to senior leadership for research-related safety, compliance, integrity, and reputational risks. Those risks, coupled with extensive compliance and reporting requirements related to extramural funding, represent a significant burden on researchers and administrative systems at UMD. The RSOC ensures a coordinated approach to assessing, mitigating, and monitoring these risks.

Objectives

1. Develop principles, guidelines, and strategies for promoting research integrity
2. Identify critical risks and ensure clear, well-defined roles and responsibilities and assign accountability for those risks
3. Develop principles, guidelines, and strategies for promoting research integrity and addressing lapses
4. Increase the coordination of compliance and risk-reduction activities overseen by the various research oversight committees and vice presidents
5. Inform senior leadership of current and arising issues and concerns in research integrity, safety, compliance, and other risk areas
6. Provide input on any proposed compliance initiatives or policies and/or procedures that may have significant impact on campus research
7. Ensure that oversight committees are aware of new or substantive changes to ongoing, research objectives or initiatives that may impact their areas of responsibility

Membership and Commitment

RSOC includes University of Maryland employees with the expertise deemed necessary to collaboratively participate in assessing, mitigating, and monitoring research enterprise-wide risks. Committee members will be appointed by the Vice President for Research and will typically include individuals occupying the positions identified below:

- Vice President for Research (Chair)
- Associate Vice President for Research Administration (RSOC Coordinator)
- Senior Vice President for Academic Affairs and Provost
- Vice President and Chief Administrative Officer
- Vice President for Information Technology and Chief Information Officer
- A minimum of one representative Dean
- Research Integrity Officer
- Director of Responsible Conduct of Research (RCR) Programming
- Chairs of the following regulatory committees:
 - Conflict of Interest (COI; institutional and individual) Committees
 - Dive Control Board (DCB)
 - Export Control and International Compliance (ECIC)
 - Institutional Animal Care and Use Committee (IACUC)
 - Institutional Biosafety Committee (IBC)
 - Institutional Review Board (IRB)
 - Laboratory Safety & Operations Committee (LSOC)
 - Radiation Safety Committee (RSC)
 - Reactor Safety Committee (RxSC)
 - Intellectual Property Committee (IP)
 - Financial Oversight Committee (FOC)
- Executive Director, Environmental Safety, Sustainability & Risk
- Office of the General Counsel Representative
- Director, University Health Center
- Assistant Vice President, Finance
- Director, UM Ventures
- Associate Provost for Faculty Affairs
- Other key stakeholders as deemed appropriate

- RSOC Administrative staff, to include:
 - Director, Human Research Protection Program
 - Director, Research Security Office
 - Director, Animal Research Support & Manager, IACUC
 - Associate Director Research Safety & Alternate Responsible Official
 - Biosafety Officer, Responsible Official
 - Chief Data Privacy Officer
 - Director, Conflict of Interest Office & COI Administrator
 - Director, Research Information Systems & Integration
 - Director, Research Transparency & Outreach
 - Laboratory Safety Manager and Chemical Hygiene Officer

See APPENDIX A to view a roster of RSOC membership for the 2021-2022 cycle.

The term of appointment on RSOC is one (1) year with automatic, renewable out-years based upon the member continuing to occupy the relevant campus appointment.

The RSOC will typically meet three times per year. Topics discussed at RSOC meetings are often sensitive and, therefore, members are expected to default to treating all information presented or discussed, whether it is written, oral, electronically displayed, or otherwise relayed, as confidential.

Committee Annual Reports

Each of the research regulatory committees identified in the attached chart (APPENDIX B) will prepare an annual status report on their compliance and risk reduction programs, alert RSOC to arising issues, and make recommendations for optimizing their effectiveness.

The annual report should include:

1. Committee membership and number of meetings during the report period
2. Summary of committee activity including number of protocols reviewed (if applicable)
3. Significant events or incidents during the report period
4. Agency inspections or enforcement actions
5. Top 2-4 concerns (risks¹) within their committee's area of responsibility
6. New laws, regulations, standards, and potential arising risk/compliance issues
7. New or significantly modified policies, procedures, or programs

APPENDIX A: Named RSOC Members, 2021-2022 cycle

- Vice President for Research (Chair) – Gregory Ball
- Associate Vice President for Research Administration (RSOC Coordinator) – Denise Clark
- Senior Vice President and Provost – Jennifer Rice
- Vice President and Chief Administrative Officer – Carlo Colella
- Vice President for Information Technology and Chief Information Officer – Jeff Hollingsworth
- A minimum of one representative Dean – Amitabh Varshney
- Research Integrity Officer – Melissa Thompson
- Director, Responsible Conduct of Research (RCR) Programming – Mariah Bauer
- Chairs of the following regulatory committees
 - Conflict of Interest (Institutional and Individual) Committees – Patrick O'Shea
 - Dive Control Board – Kennedy Paynter
 - Export Control and International Compliance – Dan Lathrop
 - Institutional Animal Care and Use Committee – Catherine Carr
 - Institutional Biosafety Committee – Dan Stein
 - Institutional Review Board – Jim Hagberg

¹ Risk assessment should include consideration of impact *and* probability as well as the effectiveness of existing controls.

- Laboratory Operations & Safety Committee – Jason Kahn
- Radiation Safety Committee – Jeffrey DeStefano
- Reactor Safety Committee – Tim Koeth
- Intellectual Property Committee – Bob Dooling
- Financial Oversight Committee – Wendy Montgomery & Marchon Jackson
- Executive Director, Environmental Safety, Sustainability & Risk – Maureen Kotlas
- Office of the General Counsel – Jen Gartner
- Director, University Health Center – Spyridon Marinopoulos
- Assistant Vice President, Finance – Dylan Baker
- Director, UM Ventures – Kenneth Porter
- Associate Provost for Faculty Affairs – John Bertot
- Other key stakeholders as deemed appropriate
 - Committee Administrative Staff
 - Beth Brittan Powell, Director, Conflict of Interest Office & COI Administrator
 - Mary Dorman, Associate Director, Research Safety & Alternate Responsible Official
 - Steve Dowdy, Director, Research Information Systems & Integration
 - Adam Grant, Director, Research Security Office
 - Joseph Gridley, Chief Data Privacy Officer
 - Pamela Lanford, Director, Animal Research Support & Manager, IACUC
 - Reka Montfort, Director, Research Transparency & Outreach
 - Miriam Sharp, Laboratory Safety Manager and Chemical Hygiene Officer
 - Joseph Smith, Director, Human Research Protection Program
 - Vacant, Biosafety Officer, Responsible Official

APPENDIX B: Research Regulatory Committees Chart

Management & Oversight of Research Related Risk Areas

