

TRAINING	FREQUENCY	ADDITIONAL INFORMATION
<b>All Faculty – Required Training</b>		
<a href="#">Annual Notice of Policies/Designated Medical Provider</a>	Annual	<b>REQUIRED TRAININGS FOR ALL FACULTY.</b> Failure to complete these trainings may affect annual salary adjustments. <a href="#">NDSU Policy 129</a> *Will be contacted by NDSU controller
<a href="#">Baseline Safety</a>	Annual	
<a href="#">Data Privacy</a>	Once	
<a href="#">Equal Opportunity/Title IX</a>	Every 3 years	
<a href="#">FERPA</a>	Annual	
Theft and Fraud plus Code of Conduct*	Annual	
<b>Faculty with Supervisory Responsibilities – Required Training</b>		
<a href="#">Equal Opportunity and Title IX Training - Supervisor Supplement</a>	Annual	All individuals who have supervisory duties over a unit (chair, dean, director)
<a href="#">Laboratory Safety Training</a>	Annual	Principal investigators or supervisors
<a href="#">Supervisor Safety Training</a>	Annual	All individuals who supervise another individual
<b>Faculty with Committee or Committee Chair Responsibilities – Required Training</b>		
<a href="#">IACUC</a>	Every 3 years	IACUC chairs and members
<a href="#">Institutional Biosafety</a>	Every 3 years	IBC members
<a href="#">IRB</a>	Every 3 years	IRB committee chairs and members
<a href="#">Promotion, Tenure and Evaluation</a>	Every 3 years	PTE committee chairs
<a href="#">Searching for Excellence</a>	Every 3 years	Academic search committee chairs
<b>Faculty with Travel Responsibilities – Required Training</b>		
<a href="#">Defensive Driving Course</a>	Every 4 years	Employees who drive state fleet vehicles once or more per month
<a href="#">Large Passenger Vehicle Training</a>	Once	Employees driving 11-15 person vehicle
Purchasing Card Training	Annual	Employees needing a p-card for travel and/or research
<b>Faculty with Extension Appointments – Required Form</b>		
<a href="#">Youth Protection Form</a>	Once	Extension appointments
<b>Faculty with Research Responsibilities – Required Training</b>		
<a href="#">Biosafety, rDNA and biohazards</a>	Every 3 years	IBC Researchers
<a href="#">Bloodborne Pathogens</a>	Annual	Researchers who may encounter bloodborne pathogens
<a href="#">Conflict of Interest</a>	Every 4 years	All investigators receiving federal awards
<a href="#">Global Harmonization</a>	Once	Employees who work with hazardous chemicals
<a href="#">Greenhouse Training</a>	Annual	AES Greenhouse users
<a href="#">Hazard Communication</a>	Annual	Employees who work with hazardous materials
<a href="#">Human Subjects</a>	Every 3 years	Contact Research and Creative Activity for more information
<a href="#">Laboratory Safety Training</a>	Annual	Laboratory employees and users
<a href="#">Respirator Training</a>	Annual	Employees who may encounter inhalation hazards
<a href="#">Responsible Conduct of Research</a>	Varies	USDA researchers and NIH training awards
<a href="#">Shipping and Transport, Dual Use Research</a>	As needed	IBC Researchers
<b>Other Miscellaneous Trainings</b>		
<a href="#">Asbestos Awareness</a>	Annual	Employees who may encounter asbestos
<a href="#">Back Safety</a>	Annual	Employees who perform lifting activities
<a href="#">Ergonomics</a>	Annual	Recommended for all employees
<a href="#">Slips, Trips and Falls</a>	Annual	Employee awareness
<b>Optional Trainings</b>		
<a href="#">Community of Respect</a>	Four modules: Cultural and Cultural Diversity; Redefining Diversity; Microaggressions; Confronting Bias	
<a href="#">Gender Equity Ally</a>	Training for those committed to personal action in support of gender equity	
Mental Health First Aid Training	Call the Counseling Center at 231-7671 to register	
<a href="#">Promotion, Tenure and Evaluation</a>	Candidates seeking promotion or tenure and new faculty	
<a href="#">Safe Zone</a>	Three modules: Sex, Sexuality and Allyship; Allyship and Gender Identity and Expression; Upstander	