

ADOPTED
By resolution of the Senate of EHU
(minutes of the meeting
No. 30-05 of 27 May 2015)

APPROVED
According to the resolution
of the University Council
(minutes of the meeting
No. 123-08 of 21 July 2015)

CODE OF ACADEMIC ETHICS OF THE EUROPEAN HUMANITIES UNIVERSITY

The European Humanities University (hereinafter referred to as the University), aiming to ensure the high quality of academic programmes, scientific research, and creative and applied projects, guarantees the adherence to the principle of academic freedom. Teachers, researchers and students of the University enjoy the freedom to teach and conduct scientific research: they may, without any external pressure or pressure from the administration of the University, define the contents of academic programmes and methods of teaching; they enjoy the freedom to choose objects of scientific research that are of intellectual interest to them; and they may, without any control or censorship, publish the results of their research and creative works and freely express their opinions, provided these are expressed in an appropriate form.

The high quality of academic programmes, scientific research, and creative and applied projects is only possible to achieve in a culture of academic integrity that is shared by all members of the academic community of the University. Violations of the ethical standards of academic activity are harmful to the authority and reputation of the University as an educational institution that adheres to strict standards of teaching, research and creativity.

I. GENERAL PROVISIONS

1.1. The Code of Academic Ethics of the University (hereinafter referred to as the Code) stipulates the standards of ethics applicable to relationships of the teaching staff, administrative staff and students in the framework of academic activity.

1.2. This Code shall apply to all members of the academic community of the University – students, teachers, researchers, professors emeriti, administrative staff, and academic department staff.

1.3. This Code was prepared in accordance with the Law of the Republic of Lithuania on Science and Studies, the Statute of the University, the Code of Conduct of the University, and the Recommendations for Passing and Implementation of, and Supervision of Adherence to the Requirements of Codes of Academic Ethics of Research and Educational Institutions of the Office of the Ombudsman for Academic Ethics and Procedures of the Republic of Lithuania.

II. PRINCIPLES OF ACADEMIC INTEGRITY

2.1. Academic integrity shall be understood by the academic community of the University as adherence to the principles of honesty, trust, respect, justice and responsibility:

a) The academic community shall adhere to the principle of intellectual honesty in the process of learning, teaching, conducting scientific research, and creativity;

- b) The academic community shall strive to retain an atmosphere of mutual trust, which is indispensable for a free exchange of ideas, creativity, and personal development;
- c) The relationships between all members of the academic community, regardless of their status, shall be based on mutual trust and respect for educational, research and creative activities and their results;
- d) The principle of justice is the underlying principle for the relationships between members of the academic community; all standards, practices and procedures used in the University must comply with the principle of justice;
- e) All members of the academic community shall bear responsibility for supporting the culture of academic integrity.

III. GENERAL STANDARDS OF ACADEMIC ETHICS

3.1. The academic, research and creative activities of members of the academic community of the University shall be grounded on the responsible implementation of the principle of academic freedom. This shall not be compatible, among other things, with any of the following:

- a) Intolerance towards different opinions;
- b) Lack of information about opportunities to be involved in academic self-governance or imposition of unjustified restrictions on the realisation of such opportunities;
- c) Unjustified limitation of the possibility to respond to criticism or claims.

3.2. Relationships between members of the academic community of the University shall be grounded on the principles of justice, mutual respect, and solidarity. It shall be deemed that the said principles have been violated, among other things, in the following cases:

- a) Discrimination based on age, race/skin colour, ethnicity, sex, sexual orientation, religious or other views, or special needs when taking administrative and academic decisions in the University;
- b) Use by members of the academic community of the University of offensive language in their communications;
- c) Influence of personal dislikes or professional disagreements between members of the teaching staff on their attitude towards students or on their communication with students;
- d) Public disclosure of confidential information about colleagues or subordinates.

3.3. The general standards of academic ethics are also stipulated in the Code of Conduct of the University¹.

IV. ETHICAL STANDARDS APPLICABLE TO TEACHING ACTIVITIES

¹ EHU Code of Conduct: http://www.ehu.it/files/EHU_CODE_OF_CONDUCT-1.pdf.

4.1. The relationships between members of the teaching staff and students shall be grounded on principles of cooperation and transparency. Since obligations of non-academic nature may lead to conflicts of interest, members of the teaching staff must in all cases avoid any ambiguous relationships with students. Some examples of violation of the said principles are listed below:

- a) A desire on the part of a member of the teaching staff to enter into an intimate relationship with a student to whom the member of the teaching staff is related due to teaching of a course, acting as an academic advisor, or other forms of academic relations;
- b) Acting as a teacher with regard to a family member, close friend, or business partner (during examinations, evaluation of academic work, acting as an academic advisor, etc.) in cases where it is possible to avoid this;
- c) Direct or indirect receipt of gifts or services from students in exchange for services that are academic in nature and are connected with a course or acting as an academic advisor, as well as direct or indirect demands to provide such gifts or services.

4.2. The possible conflicts of interests are described in detail in the Policy of Conflict of Commitment and Interest of the University².

4.3. Evaluation of knowledge, skills and abilities of students must be honest and just and be based on criteria set in the course syllabus. Teachers therefore:

- a) Must honestly react to instances of lack of integrity on the part of students such as plagiarism, cheating, falsification, fabrication of data, fabrication of results of examinations or pass/fail tests, use of cheat sheets during examinations, presentation of other people's written work in place of one's own work, receipt of financial remuneration for preparation for other students of written or other works subject to grading, purchase of written works and their presentation for grading, presentation of the same written paper in more than one course, etc.;
- b) May not demand that a student present his/her personal data during group discussions;
- c) Must store student personal data according to the procedure set in the Law of the Republic of Lithuania on Legal Protection of Personal Data;
- d) Must avoid evaluating a student's knowledge based on the student's involvement (non-involvement) in political or public activities;
- e) Must create the necessary conditions for students with special needs (for instance, students with sight, hearing, movement impairment, etc.) to have equal opportunities to complete assignments.

4.4. Disclosure of confidential information about a student has a negative effect on the trust atmosphere. The principle of confidentiality of information implies the following:

- a) Prohibition to disclose to third parties any information about academic grades or sanctions without the student's written permission or in the absence of another valid reason justifying disclosure of such information;

² EHU Policy on Conflict of Commitment and Interest: http://www.ehu.lt/files/EHU_POLICY%20ON_CONFLICT_OF_COMMITMENT-1.pdf.

b) The necessity to avoid public discussions of academic achievements of a student, except in cases of consideration of student appeals connected with results of examinations (or other graded works) and other academic issues the objective consideration of which clearly calls for such discussions;

c) Prohibition to use information that is personal in nature with the aim to teach and/or conduct research without the student's written consent;

d) Prohibition to disclose to third parties opinions and/or comments concerning written papers of a student that were not presented for public defence.

V. ETHICAL STANDARDS APPLICABLE TO SCIENTIFIC ACTIVITIES

5.1. When engaging in scientific activities, members of the academic community of the University must adhere to the principle of academic integrity.

Some examples of violation of the principle of academic integrity in the framework of scientific activities are listed below:

a) Fabrication, falsification or manipulation (for instance, creation of non-existing data, correction of available data with a view to improving or worsening results). Typical examples of fabrication, falsification or manipulation include the following:

i) Fabrication of signatures, certificates, data or results of reports and/or other documents (for instance, data or results of academic assignments [laboratory, course, other papers]);

ii) Specification of a non-existing source of information or other intentional manipulation of data to describe a source of information;

iii) Concealing of obtained data that contradict a hypothesis and/or questions and/or conclusions of research;

iv) Intentional presentation of erroneous information about the methods of an empirical study;

v) Forced imposition (or unlawful appropriation) of co-authorship on students, colleagues, subordinates or superiors;

vi) Denial or concealing of the intellectual and/or financial contribution of specific parties in scientific activities.

b) Theft of, or intentional damage to data of an empirical study, computer software, samples of empirical materials, or manuscripts.

c) Plagiarism, i.e. appropriation of other parties' ideas, data or texts without specification of these parties as authors, i.e. presentation of other parties' ideas as one's own ideas.

d) Inappropriate, biased criticism or intentional lowering of the status of a peer work due to personal dislikes, competition, or political or other motives not related to the quality of the research work being evaluated.

e) Provision of assistance to another party in undertaking academic actions that violate the principles of academic integrity.

f) Academic bribery, i.e. proposing or giving remuneration for academic services (either individually or as part of a group).

5.2. Unintentional research errors, conflicts of data, or differences in interpretations of results of scientific research shall not qualify as violations of the ethical standards applicable to scientific activities.

VI. ETHICAL STANDARDS APPLICABLE TO ACADEMIC ACTIVITIES OF STUDENTS

6.1. In the course of the academic process, students shall adhere to the principle of academic integrity.

6.2. The types of violations of the principle of academic integrity and the sanctions that may be imposed on students for violations of the standards of academic integrity are listed in the EHU Regulation on Independent Completion of Written and Creative Works.

6.3. Students must use the infrastructure of the University (scientific and computer equipment, library, and other resources) in a responsible and cost-efficient manner and according to the intended purpose of the infrastructure.

VII. FAMILIARISATION WITH THE CODE OF ACADEMIC ETHICS, ADHERENCE TO THE REQUIREMENTS OF THE CODE, AND SUPERVISION OF ADHERENCE TO THE CODE

7.1. This Code shall be published after it is adopted and shall be made accessible to members of the academic community. New students, teachers and administrative staff of the University shall be familiarised with the requirements of the Code.

7.2. Every member of the academic community must adhere to the requirements of this Code.

7.3. Supervision of adherence to the Code, with the exclusion of the provisions of Section VI, shall be performed by the Academic Ethics Commission of the University, the activities of which are regulated by the provisions of this Code and of the work regulations of the Commission.

VIII. FINAL PROVISIONS

8.1. This Code shall come into effect on the day following the day the Code is approved by the University Council and must be immediately published in such a manner as to ensure that all members of the academic community of the University have access to it.
