

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
NATIONAL UNIVERSITY “CHERNIHIV POLYTECHNIC”

APPROVED BY
Academic council of Chernihiv
Polytechnic National University
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Code of Academic Integrity
Chernihiv Polytechnic National University
(new edition)

Chernihiv 2020

1. General provisions of the Code

1.1 Code of Academic Integrity of the National University "Chernihiv Polytechnic" (hereinafter - the Code) is designed to provide fulfilling the mission of the university - to create and disseminate knowledge, ideas and innovations for human capital formation and international competitiveness of Ukraine. It defines general principles, approaches, best practices and responsibility for dishonest behavior of participants educational process during training, teaching, methodological, scientific, creative, organizational and educational and other activities.

1.2 The Code aims to ensure honor, dignity, mutual respect and trust, equality and tolerance of all participants in the educational process by adhering to the principles and generally accepted norms of ethics behavior of all research and teaching staff, students, and as well as other persons conducting research or studying on the territory National University "Chernihiv Polytechnic" (hereinafter - the University) on terms of civil law and other agreements.

1.3 The Code is based on fundamental human and European values, norms and principles, and norms of the Bucharest Declaration of Ethics values and principles of higher education in the European region, the Constitution Of Ukraine, Laws of Ukraine "On Education", "On Higher Education", "On Scientific and scientific and technical activities ", " On copyright and related rights ", " On prevention of corruption ", the Civil Code of Ukraine, the Code of Ethics Scientist of Ukraine, the Statute of the University, the Code of Education process at the University, the Code of Internal Quality Assurance educational activities of the University, Rules of Procedure University and other regulations of current legislation Of Ukraine and organizational and administrative documents of the University.

1.4 The Code is an integral part of a higher quality assurance system education and research activities of the National University "Chernihiv Polytechnic ".

2. Basic definitions and terms

2.1 author - a natural person who has created a work with his creative work;

2.2 academic integrity is a set of ethical principles and statutory rules to be followed by participants in education process during training, teaching and conducting scientific (creative) activities to ensure confidence in learning outcomes and / or scientific (creative) achievements;

2.3 academic plagiarism - publication (in part or in full) of scientific (creative) results obtained by others as the results of their own research (creativity) and / or reproduction of published texts (published works of art) of other authors without indication of authorship;

2.4 students - students, trainees, trainees, graduate students, doctoral students, other persons who receive education in any kind and form of acquisition education at the University;

2.5 corruption - the use of family or business ties for obtaining a positive or higher grade when compiling any type final control or advantages in work;

2.6 biased evaluation - deliberate overestimation or underestimation learning outcomes of students;

2.7 Unauthorized cooperation - providing intentional or conscious assistance (or their attempt), acquisition from other persons or organizations with the following submission as own results of educational and scientific activity (reports, essays, tests, calculations, course, diploma and master's theses, essays, articles, monographs, textbooks etc);

2.8 deception - providing knowingly false information about one's own

educational (scientific, creative) activities or organization of the educational process; forms of deception are, in particular, academic plagiarism, self-plagiarism, fabrication, falsification and write-off;

2.9 educational activity - the activity of the University, which is carried out for the purpose ensuring higher, postgraduate education and the satisfaction of others educational needs of higher education seekers and others;

2.10 educational process - a system of scientific and methodological and pedagogical activities, aimed at the development of personality through the formation and application of it competencies;

2.11 person with special educational needs - a person in need additional permanent or temporary support in the educational process for the purpose ensuring her right to education; 2.12 plagiarism - promulgation (publication), in whole or in part, someone else's work under the name of a person who is not the author of this work; 2.13 self-plagiarism - publication (partially or completely) of one's own before

published scientific results as new scientific results; 2.14 write-off - performance of written works with the involvement of external sources of information other than those permitted for use, in particular during evaluation of learning outcomes;

2.15 work - information as a result of intellectual (including scientific) creative activity of the author or team of authors, presented at on paper or in electronic form on the Internet (monograph, textbook, article, thesis, preprint, abstract and manuscript dissertation (dissertation work), master's or bachelor's thesis,

term paper or project, abstract, essay, test, etc.) or orally form (speeches, lectures, speeches and other oral works); 2.16 uniqueness of the work - is expressed as a percentage of the part a work that does not match other publications, to the total volume of the work;

2.17 participants in the educational process - are students of education, teaching, scientific-pedagogical and scientific workers, parents of students;

physical persons engaged in educational and scientific activities; other persons provided special laws and involved in the educational and scientific process in the order established by the University;

2.18 fabrication - fabrication of data or facts used in educational process or research;

2.19 falsification - a deliberate change or modification of existing data that relating to the educational process or research;

2.20 bribery - providing (receiving) a participant in the educational process or a proposal to provide (receive) funds, property, services, benefits or any other benefits of a tangible or intangible nature in order to gaining an illegal advantage in the educational process;

2.21 quote - a relatively short passage from the literary, scientific or any other published work used, c obligatory reference to its author and sources of citation, another person in his work in order to make his statements clearer or for reference to the views of another author in the authentic wording;

2.22 fraud - forgery of signatures in official documents (credits books, acts, reports, agreements, etc.); use during control measures of prohibited auxiliary materials or technical means (cheat sheets, headphones, phones, tablets, etc.); undergoing procedures control of knowledge by fictitious persons; surrender or representation of different persons of works with the same content as a result of educational or scientific activities.

3. Values and principles of ethics and academic integrity

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3.1 Human rights and freedoms underlying the principle and mechanism academic integrity lay the groundwork for the formation of a reasonable,

knowledgeable and responsible person, provide high quality results of educational and scientific activities, stimulate creativity and innovation in society.

3.2 Honesty, dignity, integrity and justice, respect and trust, equality and tolerance, responsibility and culture of behavior, professional competence and non-discrimination are unconditional and fundamental principles of the relationship between participants in the educational process.

3.3 Principle of justice, equality and non-discrimination - all participants in the educational process recognize and respect the personality of each a person, regardless of his social, scientific or social status, age, gender, race or ethnicity, are equal in their rights and operate rightly within the norms of behavior accepted in society.

Fairness in teaching, evaluation of educational achievements of students, scientists research, career advancement, obtaining any awards, distinctions, degrees, should be based on legal, transparent, fair, predictable, consistent, impartial and objective criteria.

3.4 The principle of honesty, dignity and integrity - all in their work participants in the educational process strive for knowledge, awareness and best practices honest behavior, decent behavior in society and good faith compliance with the requirements of laws, internal organizational and administrative acts, procedures and quality standards, are responsible for the results of their activities, in good faith fulfilling their commitments that promote transparency, accountability and free expression of views. Each participant in the educational process must personally adhere to the principles of honesty, dignity and good faith, and only then to encourage other participants in the educational process, refrain from lying, deception, fraud, theft and other forms dishonest and shameful behavior that undermines trust in the quality of education and science.

3.5 The principle of respect, trust and tolerance - all participants in education the process is based on mutual trust and self-respect, others, educational process and research, and recognize diversity and diversity of results of activity of each person, promoting free exchange of information and ideas, involving cooperation, creativity and individual development. Free exchange of ideas and freedom of expression based on mutual respect shared by all participants in the educational process, regardless of age, gender and Code in the educational and scientific hierarchy. Everyone participants in the educational process are respectful and friendly to others, their thoughts, views, beliefs, etc.

3.6 The principle of competence and professionalism - all participants educational process of the University are obliged to carry out their activities on high professional level, constantly improve the scientific and educational level "From lifelong learning to lifelong learning."

3.7 Culture of behavior of students, teachers and researchers

3.7.1. Applicants are required to comply with educational requirements

programs (individual curriculum if available), adhering to the principle of academic integrity, and achieve results training provided by the standard of education for the relevant level of education.

3.7.2. Research and teaching staff are required to comply academic integrity and ensure its observance by students in the educational process and scientific activities.

3.7.3. Applicants and research and teaching staff have behave tactfully, restrainedly, maintain self-control and endurance, watch by their own appearance, avoiding the manifestations of negative emotional reactions that degrade his human honor and dignity.

3.7.4. All participants in the educational process must be polite and correct, adhere to the rules of etiquette in each life situation, avoiding conflicts and any actions that offend the individual, profanity, obscene language, rude and offensive phrases

3.7.5. Research and teaching staff must have a sense of proportion and tact, avoid authoritarianism and categoricalness, threats, coercion or violence. Instead, they constantly care about the culture of language and communication.

4. Observance and violation of academic integrity

Ensuring compliance with academic integrity by participants educational process is achieved through the functioning of an effective system prevention and detection of academic plagiarism.

4.1. Observance of academic integrity by pedagogical, scientific-pedagogical and scientific employees of the University provides:

- links to sources of information in the case of the use of ideas, developments, statements, information;
- compliance with the law on copyright and related rights;
- providing reliable information on methods and results research, sources of information used and own pedagogical (scientific and pedagogical, creative) activities;
- control over the observance of academic integrity by applicants education;
- objective assessment of learning outcomes.

4.2. Adherence to academic integrity by students provides:

- independent performance of educational tasks, tasks of current and final control of learning outcomes (for people with special needs) educational needs, this requirement applies to them individual needs and capabilities);
- links to sources of information in the case of the use of ideas, developments, statements, information;
- compliance with the law on copyright and related rights;
- providing reliable information about the results of their own training (scientific, creative) activities, used research methods and sources.

4.3. The main forms of violation of academic integrity are:

- academic plagiarism;
- self-plagiarism;
- fabrication;
- falsification;
- write-off;
- deception;
- bribery;
- biased evaluation

5. Liability for breach of academic integrity

Participants in the educational process are administrative and disciplinary responsibility for dishonest behavior.

5.1 Types of administrative and disciplinary liability (including number of additional and / or detailed) participants in the educational process for specific violations of academic integrity are determined by special laws and approved by the normative documents of the University Academic Council of the University and agreed with the relevant authorities self-government of students in terms of their responsibilities.

5.2 The procedure for identifying and establishing the facts of academic violations integrity is determined by the Academic Council of the University, taking into account the requirements Law of Ukraine "On Education", Law of Ukraine "On Higher Education" and others special laws of Ukraine.

5.3 Any person in respect of whom the issue of violation has been raised academic integrity, has the following rights:

- to get acquainted with all materials of check on installation the fact of violation of academic integrity, to submit to them remark;

provide oral and written information in person or through a representative explanations or refuse to provide any explanations, brothers participation in the study of evidence of violation of academic integrity;

- know the date, time and place and be present during the hearing the question of establishing the fact of violation of academic integrity and bringing her to academic responsibility;
- appeal against the decision to bring to academic responsibility to the body authorized to consider appeals or to the court.

5.4 Forms and types of academic responsibility of the University determined by special laws.

5.5 For actions (inaction) recognized by the Code as an academic violation

integrity, the person in respect of whom the issue of violation was raised academic integrity, can be attracted to other species liability on the grounds and in the manner prescribed by applicable law Of Ukraine.

5.6 Violations of academic integrity by pedagogical, scientific-pedagogical and scientific employees of the University may have consequences:

- refusal to award a degree or award a scientist rank;

- deprivation of the awarded scientific (educational and creative) degree or awarded the academic title;
- refusal to assign or deprivation of assigned pedagogical title, qualification category;
- deprivation of the right to participate in the work of bodies prescribed by law or hold statutory positions.

5.7 Violation of academic integrity by applicants for higher education may have consequences:

- re-passing the final assessment;
- re-study of the relevant educational component of education programs;
- deductions from the University;
- deprivation of an academic scholarship.

6. Measures to prevent violations of academic integrity

To prevent violations of academic integrity in education and / or scientific activity of students and / or scientific and pedagogical workers the following set of preventive measures is used:

6.1 In order to prevent non-compliance with the principles of ethical conduct and norms of academic integrity, copyright and related rights

The following events are held at the University:

6.1.1 obligatory informing / advocating of participants of the educational-scientific process about the necessity of observance of principles and norms academic honesty, professional ethics by:

- acquaintance of all participants of educational process with norms of it Code;
- dissemination of methodological propaganda materials,
- conducting a series of trainings on the basics for participants in the educational process

academic writing, ethics and integrity, protection of rights intellectual property and technology transfer, with project-oriented activities in science and business activities.

6.1.2 In order to ensure the quality of higher education and research in

The following are subject to mandatory plagiarism testing at the University:

- works created by applicants for higher education: qualifying works, term papers (projects), essays, essays, etc., the organization of the test which are carried out by the heads of the relevant departments;

- scientific and methodical works, the authors of which are pedagogical, scientific-pedagogical and scientific workers of the University: textbooks, textbooks, lecture notes, guidelines, monographs, as well as distance learning courses, etc .;

- works such as manuscripts of articles, abstracts of reports received by editions of scientific journals or organizing committees of scientific events,

scientific and technical and scientific and methodological direction (conferences, seminars) of the University, the organization of which is verified

carried out by representatives of the scientific library of the University and heads of structural subdivisions that organize the relevant ones measures;

- works such as dissertations and abstracts, organization inspections of which are carried out by secretaries of specialized scientific councils.

6.2 Check for plagiarism is carried out at the stage of submission of works, specified in paragraphs. 6.1.2, for consideration by the specialized scientific council, editorial board or department.

6.3 Plagiarism testing is carried out with the help of specialized software and hardware to determine the uniqueness of the work. Interest the uniqueness of the work for the relevant field of knowledge and type of work is determined internal regulations of the University.

6.4 List of persons who directly conduct plagiarism testing, specified in paragraphs. 6.1.2, determined by the order of the Rector of the University. Conclusions of plagiarism verification (hereinafter - Conclusions on plagiarism),

generated by specialized software are transmitted for further consideration at meetings of deans' offices, departments, specialized scientists councils, organizing committees of conferences, editorial boards.

6.5 Conclusions about plagiarism in the works of higher education students such as qualification works, term papers (projects), essays, essays, etc. attached to the work and stored with the work.

6.6 Conclusions about plagiarism in works such as manuscripts, abstracts reports received by the editors of scientific journals or organizing committees measures of scientific, scientific-technical and scientific-methodical direction (conferences, seminars) of the University, stored in the scientific library University or the heads of structural units that organize appropriate measures.

6.7 Conclusions about plagiarism in works such as dissertations and abstracts are stored in the personal files of authors in specialized scientific councils.

7. The procedure for filing an appeal and its consideration

7.1 In case of disagreement with the results of the plagiarism check the author (s) the work being inspected has the right to appeal.

7.2 The appeal is filed personally by the author (authors) of the work in the name Chairman of the Ethics and Academic Integrity Commission in three days term after the announcement of the results of the inspection.

7.3 To consider appeals to the Ethics Commission and academic integrity may include, with their consent, other persons who do not are employees of the university.

7.4 The appeal is considered by the Ethics and Academic Commission integrity within five days of the day following the issuance of the order (order) of the rector to consider the appeal, unless otherwise specified in order (power of attorney). Conclusions of the Ethics and Academic Commission integrity are made out by the corresponding protocol.

7.5 Based on the results of the meeting, the Ethics and Academic Commission forms the conclusions, which shall be signed by the Chairman of the Commission, its members and applicant.

8. Final provisions of the Code

8.1. This Code is approved by the decision of the Academic Council of the University and put into effect by order of the Rector of the University.

8.2. Changes and additions to the Code are made by the decision of the Academic Council University and are put into effect by order of the Rector of the University.

References

The Code is not an original scientific text and is not claimed by the authors on authorship and primary source. This text is based on existing ones European and domestic practices, regulations, methodological development of individual institutions of higher education, as well as materials and cases Ministry of Education and Science of Ukraine, National Agency and Support quality of higher education, etc .:

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