

Yuan Ze University Academic Ethics and Integrity Committee Establishment Guidelines

Jun. 14, 2017

Adopted at the 12th Administrative Committee
Meeting, Academic Year 2016

- Article 1 For the purpose of implementing academic ethics and integrity on campus, Yuan Ze University (hereinafter “the University”) has established the Academic Ethics and Integrity Committee (hereinafter “the Committee”) and promulgated the Guidelines for Its establishment (hereinafter “these Guidelines”).
- Article 2 The Committee shall be convened by the Vice President who presides over the University’s Faculty Evaluation Committee, serving as the convener. The Provost, Director of Research and Development, Director of Human Resources, and Chief Information Officer shall serve as ex officio members. In addition, a number of internal and external experts and scholars shall be invited to serve as committee members.
- Article 3 The Committee’s mission is to uphold academic ethics and integrity. It establishes units such as the Academic Research Integrity Training Subcommittee, the Academic Research Integrity Review Subcommittee, and the Research Ethics Promotion Subcommittee to jointly implement mechanisms related to academic ethics and integrity.
1. Academic Research Integrity Training Subcommittee: The Subcommittee shall be under the authority of the Office of Academic Affairs, the Office for Research and Development, and the Information Services Office, with the Office of Academic Affairs designated as the primary responsible authority. The principal function of the Subcommittee shall be to establish educational and training mechanisms for academic ethics and integrity, in order to prevent breaches thereof. The members of the Subcommittee shall be responsible for formulating, assisting in the development of, and implementing university-wide regulations and procedures governing academic research integrity training, and for proposing concrete measures for effective enforcement.
 2. Academic Research Integrity Review Subcommittee: the Subcommittee shall be under the authority of the Office of Human Resources, the Office of Academic Affairs, and the Office for Research and Development, with the Office of Human Resources designated as the primary responsible authority. The Subcommittee’s principal function shall be to establish oversight and investigatory mechanisms for breaches of academic ethics and integrity, ensuring that all proceedings are conducted in an objective, impartial, and fair manner. The members of the Subcommittee shall be responsible for

formulating, assisting in the development of, and implementing university-wide regulations and procedures governing the investigation of violations of academic research integrity, and for proposing concrete remedial and preventive measures.

3. Research Ethics Promotion Subcommittee: The Subcommittee shall be under the authority of the Office for Research and Development. Its principal function shall be to plan and establish mechanisms for the protection of the human rights and fundamental interests of research participants, to provide education and training for researchers regarding such rights and interests, and to implement related measures in accordance with applicable regulations.

Article 4 The Committee shall convene at least once per academic semester, and each Subcommittee shall report to the Committee on its activities and undertakings.

Article 5 Committee members shall serve in a voluntary capacity without remuneration; however, external members may be compensated in accordance with applicable regulations for consulting fees, travel expenses, and meeting attendance fees.

Article 6 A meeting of the Committee shall not be convened unless at least one-half of the ex officio members are present. A resolution of the Committee shall not be adopted unless approved by at least one-half of the members present.

Article 7 Matters resolved by the Committee that require decisions by relevant University meetings shall, upon review and approval by the Committee, be submitted as proposals or reports to such meetings without delay.

Article 8 These Guidelines, as well as all subsequent revisions therewith, shall be duly adopted by the Administrative Council prior to implementation.

The English translation is for reference only. In case of any discrepancy between Chinese and English versions, the Chinese version shall prevail.