

Code of Ethics for Academic Staff at the Jan Kochanowski University of Kielce

Jan Kochanowski University of Kielce is an institution whose staff are guided by fundamental ethical principles, such as truth, honesty, dignity, responsibility, and justice, as well as traditional academic values, such as freedom of research, freedom of expression and academic autonomy. Academic staff fulfil their professional duties conscientiously, honour their commitments, respect the rights of all members of the academic community, and maintain appropriate mutual relations within it. In all circumstances, they safeguard the authority and reputation of the university and do not remain indifferent to breaches of the Code of Ethics for Academic Staff at the Jan Kochanowski University of Kielce.

The Code sets out the ethical values that academic staff should adhere to in their research, teaching, as members of the academic community, and as participants in public life. The Code has been drawn up to promote ethical conduct in every area of an academic's work and is intended to support the pursuit of excellence in the profession. The Code serves as a set of general guidelines on good professional practice.

Compliance with the principles set out in the Code is the duty of academic staff. Any breach of the Code may result in disciplinary action.

Chapter 1. The academic teacher as a researcher

When conducting research, leading research teams, presenting research findings, and assessing academic work and projects, the academic teacher shall adhere to the following rules of ethical conduct:

§ 1

Academic teacher shall be guided by the principles of academic integrity and shall not allow any infringement of intellectual property rights, plagiarism, fabrication or falsification of research results, or dishonesty in their dissemination.

§ 2

Academic teacher shall adhere to high standards when conducting, presenting, and evaluating research results. Research conducted by the academic teacher is intended to advance the state of knowledge, and the funds obtained for its conduct shall be used appropriately.

§ 3

Academic teacher shall comply with the rules governing the attribution of co-authorship in publications and shall not allow the authorship of a research work to be transferred to another person, nor shall he/she accept transferred authorship.

§ 4

Academic teacher shall follow the principles of good academic practice and avoid conflicts of interest when assessing academic works, research projects, and applications, and shall undertake academic supervision, the preparation of reviews, opinions, and expert reports only within the scope of their specialism, according to his/her academic experience and competences.

§ 5

Reviews prepared by the academic teacher should be objective and contain a full justification. It is unacceptable to produce either unjustified negative reviews or unjustified positive reviews. Reviewers

must not use the findings contained in the text under review until the work has been published.

§6

Where research is conducted on human subjects, the academic teacher must safeguard their dignity and autonomy, making every effort to ensure their physical and mental well-being, and must respect the principles of voluntary participation and informed approval.

§ 7.

Academic teacher shall observe the ethics of research involving animals. In the case of activities where the natural environment or cultural heritage is the subject of research, these shall be treated with due care and efforts shall be made to leave them intact.

§ 8

When referring to the academic work of other authors, an academic teacher adheres to the principle of constructive criticism, whilst maintaining a critical approach to his/her own academic achievements. The academic teacher ensures accuracy when citing his/her own work and that of other authors.

§ 9

Academic teacher constantly expands his/her knowledge and competences and inspires the academic development of colleagues, doctoral students, and undergraduates, supporting them with his/her knowledge, experience, and academic supervision.

Chapter 2.

The academic teacher as an educator

In his/her teaching work, where the teacher-student/PhD student relationship is the most essential element, the academic teacher should adhere to the following ethical principles of conduct:

§ 10

The academic teacher shall ensure the high quality of education.

§ 11

Academic teacher shall ensure respect for intellectual property rights when conducting teaching activities.

§ 12

Academic teacher shall emphasise the importance of the Jan Kochanowski University of Kielce as an environment that provides opportunities for the personal development of students and doctoral candidates.

§ 13

When assessing the work of undergraduates and postgraduate students, the academic teacher shall apply consistent, impartial, and fair criteria.

§ 14

Academic teacher shall ensure that the content of his/her classes is up to date, considering the latest scientific achievements in the relevant discipline. He/she shall also incorporate his/her own scientific achievements into the curriculum to stimulate students' interest in research conducted at the Jan Kochanowski University of Kielce.

§ 15

Academic teacher shall act with integrity and fairness and, in particular, does not discredit other lecturers or students, nor does he/she use his/her position, post, or relationship with students to

coerce unethical behaviour.

§ 16

Academic teacher shall develop in students the ability to seek information, think creatively, communicate, act, improve themselves and cooperate.

§ 17

Academic teacher shall respect students' rights and shall respect diversity in cultural identity, religious identity, views, attitudes, and background.

§ 18

In the event of a conflict with students, the academic teacher shall inform his/her immediate superior of the incident.

**Chapter 3.
The academic teacher as a member of the academic community**

As a member of the academic community, the academic teacher should act in the community's best interests, safeguard its authority, and promote its development, whilst respecting the following principles:

§ 19

As a member of the academic community, the academic teacher shall promote ethical values through his/her attitude and conduct and shall foster bonds of solidarity with other members of the community.

§ 20

Academic teacher shall uphold the good reputation of the Jan Kochanowski University of Kielce, as well as a positive atmosphere in the workplace.

§ 21

In his/her relations with colleagues, the academic teacher is guided by the principles of kindness, tact, and collegiality.

§ 22

Academic teacher shall use the material assets of the Jan Kochanowski University of Kielce in an appropriate manner and take proper care of them.

§ 23

Academic teacher should serve as an example of conduct for other staff members, doctoral students, and undergraduates.

§ 24

Academic teacher should act in the best interests of the Jan Kochanowski University of Kielce and its constituent units.

§ 25

Academic teacher shall develop his/her knowledge and skills to improve his/her teaching, research, and organisational work.

§ 26

In his/her scientific and organisational work, the academic teacher shall avoid conflicts of interest and shall counteract nepotism and favouritism.

Chapter 4.

The academic teacher in the public sphere

The academic teacher's involvement in public life serves primarily to promote and defend truth as the primary cognitive value. In this sphere of activity, the academic teacher should observe the following rules of ethical conduct:

§ 27

Academic teacher shall not infringe upon the copyright of others, mislead the public regarding the authorship or co-authorship of works, or exaggerate the significance of his/her own achievements.

§ 28

Academic teacher shall not sacrifice scientific integrity and impartiality to achieve his/her own goals and benefits.

§ 29

Academic teacher shall disseminate accurate and reliable information regarding the results of the research he/she conducts and the achievements of the academic discipline he/she represents.

§ 30

When appearing in public, the academic teacher shall distinguish between his/her private opinions and the official position of the Jan Kochanowski University of Kielce.

§ 31

The academic teacher shall uphold the University's good reputation and promote it within his/her community.

§ 32

When contacting other people, the academic teacher shall respect their differing opinions and points of view.