

# Directives for Academic Ethics Management and Self-Discipline

2017.07.13 Passed in the 12th Administrative Meeting of the 105th academic year

1. To enhance the academic self-discipline of researchers, prevent research misconduct, and reduce the occurrence of violations of academic ethics, the Directives for Academic Ethics Management and Self-Discipline (hereinafter "the Directives") are hereby established.
2. The term "research personnel" as used in the Directives includes teachers, students, researchers, research assistants, and other personnel involved in teaching and research activities.
3. The academic self-discipline behaviors expected of research personnel include the following:
  - (1) Objectively collect and analyze research data or statistics, avoiding fabrication, tampering, and selective processing of data or statistics.
  - (2) Complete preservation and recordation of research records.
  - (3) Public disclosure and sharing of research data and results.
  - (4) Acknowledgment of others' contributions.
  - (5) Avoidance of self-plagiarism.
  - (6) Avoidance of multiple submissions of the same paper.
  - (7) Co-authors should be listed only if they have made a substantial academic contribution to the paper and are reasonably accountable for its content.
  - (8) When participating in peer review, maintain confidentiality and provide timely, fair, and rigorous evaluations, adhering to conflict-of-interest avoidance principles.
  - (9) Disclose any information that may compromise the credibility of their project or evaluation to implement conflict-of-interest avoidance principles.
  - (10) Responsibility to report suspected cases of fabrication, falsification, plagiarism, or other violations of academic ethics to the appropriate authorities.
4. Academic misconduct by research personnel is defined by any of the following scenarios, which constitute a violation of academic ethics:
  - (1) Falsification: Fabricating non-existent application materials, research data, or research results.
  - (2) Fabrication: Untruthfully altering application materials, research data, or research results.
  - (3) Plagiarism: Using someone else's application materials, research data, or research results without proper citation. Cases of substantial or improper citation are considered serious plagiarism.
  - (4) Having others ghostwrite work.
  - (5) Republishing or distributing without proper acknowledgment.
  - (6) Extensively quoting one's own previously published works without proper citation.
  - (7) Substituting translation for original work without appropriate acknowledgment.
  - (8) Inaccuracies in the curriculum vitae for teacher qualification review, false co-authorship declarations, failure to accurately report representative works as co-authored, and

submitting false co-authorship proofs.

(9) The applicant or someone on their behalf engaging in favor-seeking, lobbying, bribery, threatening, or other interferences with the review process or reviewers, or the applicant influencing the paper's review through illegal or inappropriate means.

(10) Other behaviors that violate academic ethics.

5. Sanctions for Violations of Academic Ethics by Research Personnel:

(1) Teachers and researchers who violate academic ethics shall be dealt with in accordance with "KMU's Regulations for Handling Cases of Teachers Violating Qualification Review Standards" and "KMU's Principles for Handling Academic Ethics Cases".

(2) Students who violate academic ethics shall be dealt with in accordance with "KMU's Directives for Handling Academic Ethics Violations in Doctoral and Master's Theses".

6. Researchers should actively participate in academic ethics education courses and training and obtain certificates of completed hours.

7. For matters not covered in the Directives, relevant laws and regulations shall be followed.

8. After being passed by the Administrative Meeting, the Directives shall be implemented.