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Pursuant to Articles 52 and 209, paragraph 2, subparagraph 9 of the Statute of Josip Juraj Strossmayer University of Osijek – revised version, the Senate of Josip Juraj Strossmayer University of Osijek, at its 6th session in the academic year 2010/2011 held on 11 April 2011, under agenda item 4, adopted the following

Code of Ethics of Josip Juraj Strossmayer University of Osijek

I. GENERAL PROVISIONS

Article 1

Code of Ethics of Josip Juraj Strossmayer University of Osijek (hereinafter: the Code) defines the basic and general ethical principles and values in science and higher education. Ethical rights and obligations are based on ethical principles and values. They are related to interpersonal and professional relations among teachers, administrative professionals and other members of academic community of the University.

The objective is to justify credibility and public trust in the activities of the University of Osijek.

Article 2

The purpose of the Code is to promote values specific to the activities of the University. Promoting ethical behaviour and values on a daily basis is an obligation of all constituent units, bodies and employees of the University, as well as the whole academic community.

Article 3

- (1) The procedures provided in the Code do not regulate rights, obligations and responsibilities of persons who participate in them and shall not be alternatives for civil, criminal, administrative and disciplinary proceedings regulated by law and other regulations and acts of the University.
- (2) University constituent units are authorised to amend the principles and rules of the Code that apply to each constituent unit. Ethical rules of each constituent unit shall not be contrary to the Code.

Article 4

The basic principles and values promoted by the academic community of the University are:

- equity and justice
- legality
- honesty
- equality

- academic freedom, academic excellence
- scholarly criticism
- mutual respect
- protection of human rights and dignity
- responsibility in science and higher education
- responsibility in business and public relations
- responsible use of modern technologies
- protection of nature, animals and environment

II. ETHICS BODIES OF THE UNIVERSITY AND ITS CONSTITUENT UNITS

Article 5

- (1) The Ethics Committee of the University has seven (7) members appointed and dismissed by the Senate.
- (2) Four (4) members of the Ethics Committee are proposed by the Senate, one (1) member is proposed by the Rector, one (1) member is appointed by the Council of the University and one (1) member is proposed by the Student Union of the University.
- (3) The president of the Ethics Committee of the University is elected from among its own members.
- (4) The mandate of the members of the Ethics Committee of the University is 4 (four) years.
- (5) Provisions of the Rules of Procedure of the Senate of Josip Juraj Strossmayer University of Osijek related to work and decision making apply appropriately to the work of the Ethics Committee as well.

Article 6

- (1) The Ethics Committee of the University proposes the Code for professional and public work of teachers, scientists, artists and other employees, in accordance with the dignity and reputation of the University.
- (2) The Senate adopts the Code.
- (3) The Code establishes ethical principles for higher education, scientific and research work at the University, publication of results, relations among scientists, teachers, co-workers and other employees in the scientific, educational and research process, procedures and actions related to the competition, as well as to public and media relations.

Article 7

- (1) Ethics Committees at the constituent units are established in accordance with the Statute of the University and the Code.
- (2) Ethics Committees of the constituent units have five (5) members who are appointed and dismissed by expert boards.
- (3) The dean or the head of department proposes two (2) members among the professors, one (1) member among the assistant professors, one (1) member among other employees and one (1) member is proposed by the Student Union of the constituent unit.
- (4) The organization and scope of work of the Ethics Committee of the constituent unit shall be governed by the Statute of the constituent unit.
- (5) Provisions of the Rules of Procedure of the Expert Board of the constituent unit related to work and decision making apply appropriately to the work of Ethics Committee as well.

III. GENERAL ETHICAL PRINCIPLES AND VIOLATIONS THEREOF

Article 8

Prejudice of any kind must not affect the objectivity of the members of the academic community in the academic, scientific, artistic, professional, administrative, business and management activities.

Article 9

- (1) Any direct or indirect discrimination based on race, skin colour, sex, sexual orientation, marital status, religion, age difference, political opinion, national, social or regional origin, financial standing, birth, social status and physical or social difficulties is forbidden.
- (2) The sole criteria for professional evaluation and assessment are expertise, competence, knowledge, professional merit, skills and results in performing certain tasks.
- (3) In this sense, any preferential treatment that does not meet the aforementioned criteria is unacceptable.

Article 10

- (1) Any form of harassment and sexual harassment among members of the academic community is forbidden.
- (2) Harassment is any inappropriate behaviour towards other persons that interferes with their job performance or reduces their quality of life, causes fear and a feeling of hostility and humiliation.
- (3) Harassment is any such act, single or repeated, verbal or non-verbal or physical.

IV. ETHICAL PRINCIPLES IN SCIENCE AND HIGHER EDUCATION AND THEIR VIOLATIONS

Article 11

- (1) The Code particularly promotes the principles of academic integrity.
- (2) All participants in the field of scientific, artistic, teaching and professional work shall be considered qualified until proven otherwise.
- (3) Results of scientific research and work shall be collected and edited in accordance with ethical standards.
- (4) In order to ensure the accuracy of data gathered by other persons, all data sources shall be carefully documented.
- (5) When announcing the research results all the original data must be made available to authorised persons. All the processing of research data shall be made in accordance with scientific methodology and proportional to the artistic methodology until proven otherwise.

Article 12

- (1) Academic freedom belongs to all members of the academic community and provides freedom of scientific and artistic expression according to the Constitution of the Republic of Croatia, statutory regulations and international agreements.
- (2) The academic community has academic freedom but is also accountable to the community in which it works.

Article 13

Any inventing of data or results and fictional representation as well as their recording and publishing is unacceptable.

Article 14

Plagiarism is any copying of words and results of other authors and presenting them as one's own. Copying of ideas is also considered plagiarism.

Article 15

Counterfeiting is a misuse of research results as well as altering and subsequent manipulation of the original data and their unjustified omission from the analysis.

Article 16

All the results presented correspond to the conducted research until proven otherwise.

Article 17

- (1) Abuse of authorship is the undeserved authorship without meeting the requirements of authorship.
- (2) Abuse is adding the authors' name without their knowledge and consent.
- (3) Abuse is a deliberate omission of authors who meet the requirements of authorship.
- (4) Abuse is an appropriation of authorship on the basis of a superior position.
- (5) Abuse is an intentional false or biased citation of references.

Article 18

- (1) Authors and co-authors of researches shall write and publish papers in accordance with the principle of collegiality.
- (2) Authors and co-authors shall defend the intellectual content of the papers.
- (3) Every person who participates in the research shall be mentioned even if they are not authors or co-authors.
- (4) The mentor-mentee relationship shall be based on mutual respect without abuse of superiority.
- (5) Every member of the academic community shall have the right to access information and to use publicly funded equipment and materials in compliance with regulations of each constituent unit.
- (6) Preventing the work of others by intentionally damaging the equipment or data is unacceptable.

Article 19

- (1) The teacher-student relationship shall be based on equity, respect, impartiality, sincerity, trust, and respect of privacy and dignity.
- (2) The abuse of power and superiority over students is unacceptable.
- (3) In the event of disputes arising from family relations or personal conflicts, impartiality towards the student in question as well as mechanisms for achieving healthy relationships shall be ensured.
- (4) The teachers shall objectively grade students solely on the basis of the knowledge presented.
- (5) The teachers shall refuse to take any interventions regardless of the initiator and motive of the aforementioned interventions.
- (6) Buying certain literature or equipment shall not be a condition for taking an exam.
- (7) The teachers shall be accessible to students by setting the time for consultations in advance.
- (8) They shall maintain proper communication with students.
- (9) Manipulating students in order to discredit another teacher is unacceptable.

Article 20

- (1) Students have complete human, academic and intellectual freedom as all the other members of academic community.
- (2) Students shall perform their duties with morality and proper manners, without prejudice.
- (3) In academic work, the same rules apply to students as to other members of academic community.

V. CONDUCT TOWARDS PROPERTY

Article 21

The teachers shall treat the University property responsibly and use it with due respect.

Article 22

The teachers shall pay special attention to the University books and magazines. All teachers shall provide the University library with the most important literature, foreign and national, related to their scientific area.

VI. PUBLIC CONDUCT

Article 23

- (1) The teachers shall be mindful of the University's reputation even outside their working hours.
- (2) The teachers shall resolve their disputes within the University and the University management shall ensure adequate dispute resolution procedures in an appropriate period of time.

Article 24

- (1) In public criticism of other teachers and their work, the teacher shall be restrained taking into account that the University councils, scientific and professional organizations, and scientific and professional publications are the only appropriate venues for scientific and professional discussions and well-founded scientific and professional criticism.
- (2) The teachers' public appearances and comments in the media, public lectures and similar shall be at an appropriate scientific and professional level and their behaviour shall comply with this Code.

Article 25

- (1) The teachers shall separate their political activity from scientific work and teaching. The University premises and assets shall not be used for political activity and self-promotion, for lectures and other ways of communicating with students for the promotion of political stands.
- (2) In their political activities outside the University, the teachers shall be mindful of the University's reputation and avoid extreme positions contrary to basic values of the constitutional system of the Republic of Croatia and modern democracy.

VII. SPECIAL ETHICAL PRINCIPLES

Article 26

- (1) The researchers and institutions that conduct researches shall abide by applicable international and national research subjects protection regulations.
- (2) Voluntary participation in research shall be guaranteed based on informed consent, confidentiality and anonymity of subject data and favourable risk/benefit ratio.

Article 27

If laboratory animals are included in the research, the researchers shall ensure that the research fully complies with international and national animal testing regulations.

Article 28

Compliance with the highest ecological standards as well as detailed descriptions of the influence on the environment and methods of research waste disposal, in accordance with international and national regulations, are required.

Article 29

- (1) Compliance with ethical principles and values is required in establishing and fulfilling all contractual scientific, teaching and other obligations to the home institution and other institutions and public.
- (2) Deceiving the public into thinking that personal actions and attitudes are official attitudes of the institution or academic community is unacceptable.

VIII. ETHICS COMMITTEE

Article 30

- (1) University Ethics Committee is in charge of initiating and implementing actions for violations of the Code if the violator is the rector or vice-rectors of the University or deans/heads of constituent units.
- (2) Ethics Committee of the constituent unit is in charge of initiating and implementing actions for violation of the Code if the violator is an employee of the constituent unit of the University.
- (3) The Ethics Committee initiates actions for violation of the Code on its own initiative or on the initiative of teachers, employees, students or other persons who think that the Code has been violated. If a complaint for violation is filed to a committee lacking jurisdiction, that committee shall forward the complaint to the legally competent Ethics Committee.
- (4) The Ethics Committee shall investigate all the circumstances of the case while implementing actions mentioned in items 1 and 2.

Article 31

- (1) The Committee mentioned in Article 30, item 1 forms an opinion, issues and forwards it to the University Senate, or the Expert Board of the constituent unit.
- (2) The Committee mentioned in Article 30, item 2 forms an opinion, issues and forwards it to the dean/head of the constituent unit.

Article 32

It shall not be possible to file a complaint about the opinion of the University Ethics Committee and the Ethics Committee of the constituent unit.

Article 33

When this Code enters into force, the Code of Teachers Ethics of Josip Juraj Strossmayer University of Osijek from April 17th, 2001 shall cease to have effect.

Article 34

This Code shall enter into force eight days after the day of its announcement on the University notice board.

RECTOR
Prof.dr.dr.h.c. Gordana Kralik

This Code was announced on the University notice board on April 15th, 2011 and entered into force on April 23rd, 2011.

UNIVERSITY SECRETARY
Zdenka Barišić, mag.iur.