

# 東海大學學術倫理管理實施辦法

## THU Regulations for the Implementation of Academic Ethics Management

2017/11/01 (第16次行政會議通過)

Approved by the 16th Administrative Affairs Meeting on November 1, 2017

2017/11/29 (第17次行政會議修訂通過)

Amended and approved by the 17th Administrative Affairs Meeting on November 29, 2017

2022/08/31 (第6次行政會議修正通過)

Amended and approved by the 6th Administrative Meeting on August 31, 2022

- 第一條 本校為維護學術尊嚴，落實學術自律原則，並公正處理相關案件，特依「國家科學及技術委員會對研究人員學術倫理規範」及「國家科學及技術委員會學術倫理案件處理及審議要點」訂定本辦法。
- Article 1 In order to uphold academic integrity, enforce academic self-discipline, and handle related matters in a fair and just manner, these Regulations are established in accordance with the “NSTC Guidelines for the Ethical Conduct of Research Personnel” and the “NSTC Directions for Handling and Reviewing Academic Ethics Cases.”
- 第二條 本辦法適用於本校專任教師、約聘教學人員與研究人員（含博士後研究人員、專兼任研究助理），以下簡稱教研人員。
- Article 2 The Regulations herein are applicable to THU's full-time teachers, contract teachers, and researchers (including post-doctorate researchers and full/part-time research assistants), who shall be collectively known as THU Faculty & Researchers hereafter.
- 第三條 本校教研人員應遵循專業之學術倫理規範如下：
- 一、應致力研究工作，以提昇學術水準。
  - 二、應秉持誠信與良知從事研究工作，研究歷程與結論皆不應受政治壓力與利益誘惑之影響。
  - 三、不得變造、竄改，或不當引用他人資料。
  - 四、不得抄襲、剽竊他人作品（電腦程式、藝術成品、以及學生之作業、報告、或其它作品）。
  - 五、著作或學術成果引用他人的作品或資料時，必須確實註明來源。
  - 六、教研人員應該為本人所發表的著作或學術成果負責，妥善記錄並保存相關資料，以供關心人士查考。
  - 七、對於多人著作（研究成果）、論文之作者列名及排序應以實際參與研究之份量為考量原則。
  - 八、擔任著作審查人時，應持獨立、公平、客觀之立場，且不因學術派別偏見、或私人關係而影響評審結果。
  - 九、應遵循教育部送審教師資格有關學術倫理等相關規定。
  - 十、應確實遵守國家科學及技術委員會學術倫理相關規範。
- Article 3 THU Faculty & Researchers shall adhere to the following professional standards of academic ethics:
- I. Commit to research for the advancement of academic standards.
  - II. Conduct research with integrity and conscience, ensuring that the research process and outcomes are not influenced by political pressure or personal gains.
  - III. Do not fabricate, falsify, or improperly cite others' data.
  - IV. Shall not plagiarize or misappropriate the works of others (including computer programs, artistic works, as well as student assignments, reports, or other works).
  - V. Ensure proper citations when referencing other's works or data in personal or academic works.

- VI. THU Faculty & Researchers shall take responsibility for their published works or academic achievements, maintaining records or related information for inspection by any interested parties.
- VII. The order and inclusion of authorship in joint publications or research results shall reflect the actual contributions of each participant.
- VIII. When serving as reviewers, personnel shall maintain independence, fairness, and objectivity, and shall not allow academic bias or personal relationships to influence the outcomes of reviews.
- IX. Comply with relevant MOE regulations on academic ethics for faculty qualification reviews.
- X. Comply with NSTC regulations on academic ethics.

第四條 本校設置學術倫理委員會，負責學術倫理相關事宜，檢核本校學術倫理教育機制及推廣措施、監督師生涉學術倫理事件處理結果，及督導業務單位辦理學術倫理相關作業。

學術倫理委員會置委員七至十一人，副校長為召集人，教務長、研發長為當然委員，其餘委員由校長遴聘校內外專家學者組成，任期二年，得連任。

學術倫理委員會每年至少召開一次，必要時得召開臨時會議。

Article 4 THU shall establish an Academic Ethics Committee responsible for overseeing matters related to academic ethics, including reviewing academic ethics education and promotion mechanisms, supervising the handling of academic ethics cases involving faculty and students, and providing guidance to administrative units on academic ethics tasks.

The Committee shall consist of 7 to 11 members. The Vice President shall serve as the convener; the Dean of Academic Affairs and the Dean of Research & Development shall serve as ex-officio members. The remaining members shall be appointed by the President from among internal and external experts and scholars. Members shall serve a term of two years and may be reappointed.

The Committee shall meet at least once annually and may convene additional meetings as necessary.

第五條 本校教研人員，應每三年完成至少六小時學術倫理相關教育課程。

本校教研人員須選擇修習以下任一課程：

- 一、「臺灣學術倫理教育資源中心」線上課程。
- 二、研究發展處產學與育成中心辦理專利或智慧財產等學術倫理研習課程。
- 三、教務處共同學科暨通識教育中心辦理學術倫理研習課程或工作坊。
- 四、人事室辦理違反學術倫理類型及相關規範研習課程。

前項課程內容由主辦單位核發講習證明，由研發處、人事室負責協助教研人員之建置帳號及管理，由教務處負責協助學生之建置帳號及管理。該時數列入教師評鑑之評分項目。

Article 5 THU Faculty & Researchers must complete at least six hours of education on academic ethics every three years.

THU Faculty & Researchers may choose to enroll in any one of the following courses:

- I. Online course on the Center for Taiwan Academic Research Ethics Education website.
- II. Academic ethics courses on patents or intellectual property organized by the THU Industry Collaboration and Incubation Center under the Office of Research and Development.
- III. Academic ethics courses or workshops organized by the Center for General Education under the Office of Academic Affairs.
- IV. Courses on different types of violations of academic ethics and integrity and related guidelines organized by the Personnel Office.

Certification for the above-mentioned courses shall be issued by the respective organizing units. The Office of Research and Development and the Personnel Office shall assist THU Faculty & Researchers in setting up and managing their accounts, while the Office of Academic Affairs shall assist students in doing so. Hours committed to academic ethics learning shall be included as an evaluation item in teacher evaluations.

- 第六條 本校教師，如因升等、資格審查、學術成果等涉及違反學術倫理、抄襲、剽竊或其他舞弊情事者，由人事室依據「東海大學教師違反學術倫理案件處理辦法」負責處理。本校研究人員得比照之。  
人事室應每年將教研人員涉違反學術倫理案件辦理情形提學術倫理委員會核備。
- Article 6 THU faculty members involved in academic misconduct, such as plagiarism, misappropriation, or other fraudulent activities in connection with promotion, qualification reviews, or academic results, shall be handled in compliance with the THU Regulations for Faculty Violation of Academic Ethics and Integrity by the Personnel Office. The same provisions also apply to THU researchers.  
The Personnel Office shall compile a list of violations of academic ethics and integrity committed by THU Faculty & Researchers each year, and submit the list to the Academic Ethics Committee.
- 第七條 如本校學生違反學術倫理者，由教務處依據「東海大學學生學位論文違反學術倫理案件處理辦法」處理。  
教務處應每年將辦理情形提學術倫理委員會核備。
- Article 7 THU students involved in violations of academic ethics and integrity shall be handled in compliance with the THU Regulations for Student Violation of Academic Ethics and Integrity by the Office of Academic Affairs.  
Similarly, the Office of Academic Affairs shall compile a list of related cases each year to the Academic Ethics Committee.
- 第八條 本辦法如有未盡事宜，悉依各相關法令規定辦理。
- Article 8 Any matters not specified herein shall be handled in compliance with related laws and regulations.
- 第九條 本辦法經行政會議通過後實施。
- Article 9 The Regulations herein shall be promulgated upon approval by the Administrative Affairs meeting.