



Kolegji AAB
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AAB College's Code of Ethics for Scientific Research

Preamble

Research is the challenge to accumulated knowledge through systematic thinking and study, observation and experimentation, or through continuous work undertaken and carried out systematically, which aims to increase and develop scientific knowledge. Different disciplines may use different approaches, but they are united by the motivation to develop an understanding of ourselves and the world in which we live. Therefore, this Research Code and other European codes apply to research in all scientific and research fields.

AAB College, aware of its important social function, recognizes the basic principles and common ethical values with the international scientific community, based on scientific and technological research, teaching, and any other university activity. For this reason, AAB College promotes a high level of responsibility in scientific, teaching and social engagements, and considers ethics in scientific research a fundamental value for the realization of the mission and institutional vision; to promote merit and excellence, exchanges and cooperation with the international scientific community and to create a professional, open and dignified environment in all its aspects.

The interpretation of the values and principles that govern research can be influenced by social, political or technological developments and by changes in the research environment. For this reason, a research ethics code is a dynamic and constantly updated document.

General principles

Article 1

The Code is intended to be a self-regulatory framework for the scientific community, to provide clear guidance and accountability for anyone conducting research on or for AAB College, and to ensure that they are able to fulfill their responsibilities in accordance with the ethical, legal and professional standards. The Code establishes the obligations for researchers in AAB College in all disciplines, so that they are aware of the policies governing research in this institution while also providing guidance in the implementation of institutional and regulatory requirements.

Article 2

The Code is applicable to all academic and research staff of AAB College, AAB publications, authors, visitors, as well as students involved in research projects funded by AAB College, from public funding, grants or international collaborations, in accordance with the requirements set by the institutional regulatory bodies, professional research guidelines and international research ethics frameworks.

Article 3

This Code has been drafted in accordance with established ethical principles of scientific research, positive ethical practices by European universities, Code of Conduct for Recruitment of Researchers, European Code of Conduct for Research Integrity, Ethical Principles of Psychologists and Code of Conduct - APA Style, Committee on Publication Ethics (COPE). The Code of Ethics is of particular importance in biomedical research involving human tissue and human beings in which the results may affect the status and reputation of individuals. In addition to this Code and applicable regulations, researchers are strongly encouraged to adhere to internationally recognized ethical rules and standards that apply to their specific areas of research.

Article 4

Each of the following commitments and rules in this Code places certain responsibilities on staff, researchers, mentors, associates and students conducting research or training while at AAB College, for AAB College or, while funded by AAB College.

Academic Freedom and Integrity

Article 5

Academic freedom is the freedom to teach and to pursue knowledge and research without unreasonable interference or restriction by law, institutional regulation or public pressure. Its basic elements include the freedom of researchers to research a topic of intellectual concern, to present findings, to publish data and conclusions without scrutiny or censorship, and to teach in a way that it deems most appropriate.

At the same time, integrity and responsibility in conducting scientific research is the foundation of any academic activity, and violations of research standards present serious consequences for the entire scientific community that promotes excellence in Europe.

According to the Law on Higher Education of Kosovo, no. 04 / L-037, the academic staff of licensed and accredited holders enjoys the freedom to publish the results of its research, but are subject to the rules of the holder regarding the use of intellectual property rights for the benefit of the holder and in accordance with the provisions of this law.

Article 6

Academic integrity means commitment to the values of honesty, trust, justice, respect, responsibility, legitimacy and dissemination.

To support academic integrity, we are committed to:

- a. Maintaining the highest standards of scientific research integrity in all aspects of research;
- b. Ensure that research is conducted in accordance with the relevant ethical, legal and professional frameworks, obligations and standards;
- c. Support a research environment based on a culture of integrity, good management, best practices and institutional support for staff and researcher development;
- d. Use transparent, robust and fair processes to deal with allegations of misconduct by research if they arise;
- e. Work together to strengthen the integrity of scientific research and the regular and open review of progress.
- f. Integrity and professionalism also mean:
 - ethical and responsible behavior;
 - accuracy of results;
 - avoidance of conflict of interest;
 - maintaining the dignity, safety, well-being of the persons involved in the research or of the person you are mentoring in their research.

Ethics in research

Article 7

Research activities are based on freedom of research, academic freedom, professionalism, academic and personal integrity, and ethics in research.

Article 8

The ethics of research includes continued respect for authorship, accurate recognition, and citation of the scientific achievements of other scholars; continuous use of appropriate research methods and objective examination / testing of scientific hypotheses; fair and professionally correct interpretation of results and, honest reporting of findings and data.

Article 9

Methods, hypotheses, research results, should be open to consideration and debate, unless they were regulated by any contract requiring confidentiality.

Article 10

The researcher must prove that he / she is familiar with the nature of the research when applying to external scientific funds on behalf of AAB; be coordinated with the relevant research office and prove that there is no conflict of interest or personal gain on behalf of the institution.

Article 11

Any researcher who signs a funding application, whether funded by AAB or another institution that is not AAB, must ensure that the information provided is clear and accurate and will be held responsible for any plagiarism (including self-plagiarism), fabrication, falsification or distortion.

Article 12

When an application involves work in collaboration with individuals and organizations out of AAB, the researcher should clarify the costs of the collaborator and any supporting letters or agreements should be transparent and monitored by the institution.

Unacceptable actions Policy

Article 13

Unacceptable actions include the following (list is not exhaustive):

- a. Fabrication, falsification, fraud: creation of false data or other aspects of scientific research, including documentation and consent of participants;
- b. Inappropriate manipulation or selection of someone else's data, images, citations, or any other type of deceitful behavior;
- c. Plagiarism: This includes copying or misusing ideas, text, program, or data / results or any combination of them, without proper permission and citation. Researchers are strongly encouraged to be in accordance with any co-author or contributor to the study in advance;



- d. Self-plagiarism (presentation of a previously published work as if it were new). This is more considered wrong behavior if we are dealing with a superficial reprocessing and updating, but presenting it as an entirely new scientific research;
- e. Misrepresentation / misinterpretation of data / results with or without knowledge, by negligence or by presenting a misinterpretation of data;
- f. Duplication of publication, including undisclosed copying when submitting manuscripts for publication;
- g. Non-disclosure of a conflict of interest, including non-disclosure of material interests or of the researcher or funders of the research, including failure to disclose the fact that the research is funded by any entity;
- h. False presentation of qualifications or scientific experience;
- i. Misrepresentation of authorial involvement, such as inappropriate claims of authorship or denial of authorship or contribution;
- j. Academic misuse or misorientation of candidates of Master dissertation by the mentor.

Compliance Code

Article 14

Research staff and visiting staff should be familiar with this Code and its provisions and ensure that they and others working around them are familiar with the principles of the Code and adhere to these provisions.

Article 15

Staff responsible for teaching or supervising students pursuing a research or mentoring postgraduate thesis should ensure that these students are informed of the essential principles of the Code.

Article 16

New scientific staff should seek familiarity with the provisions of this Code or consult with experienced colleagues.

Article 17

The researcher, the mentor of a dissertation, the leader of a research project, etc., shows readiness to monitor and evaluate his research activity that he/she leads or in which he/she participates. He/she cooperates with institutional or professional monitors and evaluators during the realization of these scientific or mentoring activities.

Article 18

Violators of this Code, researchers, will be subject to disciplinary procedures provided by the Regulation of the AAB Code of Conduct, relevant regulations or responsibilities provided under the above-mentioned international codes and employment contract.



Article 19

Disciplinary action for the Code violator are neutral, reasoned actions, must be carried out quickly and completely and fairly. Confidentiality will be maintained throughout the phase and none of the suspects for investigative misconduct will be victimized.

Article 20

Staff should refrain from statements or public-media denunciations about the possibly unsatisfactory level of any collaborator involved in the research project, or contemptuous statements about students.

Article 21

The institution protects staff from allegations which are mischievous, frivolous and malicious or careless or completely meaningless. Appropriate action will be taken against any person found to have made a malicious or reckless allegation.

Article 22

Researchers who have been found not to have committed research misconduct, supported and appropriate steps will be taken to restore their reputation.



Project supervision

Article 23

The institution pursues a clear policy for the design and implementation of research projects in cooperation with other scientific bodies, which requires reaching agreements before the start of project implementation. The agreements cover aspects of financial management, intellectual property protection, copyright, compliance for creative originality (avoiding plagiarism), ensuring the publication and dissemination of research results, prior ethical approval and protection of personal data;

Article 24

Ethical supervision should include, but is not limited to: policies for approval of publication, publication for vulnerable populations, ethical conduct of research using animals, ethical conduct of research using human subjects, handling of confidential data, and ethical practices of business/marketing.

Article 25

A report on allegations of misconduct by scientific ethics and their outcome, denunciations or reviews - where appropriate, will be made by the Ethics Committee on an annual basis.

Article 26

The code of ethics of research enters into force on the day of approval by the Senate.

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