



Kolegji AAB
CILËSI. LIDERSHIP. SUKSESI

CODE OF ETHICS FOR SCIENTIFIC RESEARCH

In accordance with the Statute of AAB College and the provisions of the Law on Higher Education of the Republic of Kosovo, No. 4/L-034, the Senate in the meeting held on 17/12/2021, adopted the following:

CODE OF ETHICS FOR SCIENTIFIC RESEARCH

Article 1

General Principles

Research is the quest for knowledge obtained through systematic study and thinking, observation and experimentation.¹, or a continuous activity undertaken and achieved in a systematic manner, designed to enhance and develop scientific knowledge. While different disciplines may use different approaches, they share the motivation to increase our understanding of ourselves and the world in which we live. Therefore, the present Code of Ethics for Scientific Research and other European codes apply to research in all scientific and scholarly fields.

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

The interpretation of the values and principles that regulate research may be affected by social, political or technological developments and by changes in the research environment. Therefore, a code of ethics for scientific research is a living document that is updated regularly.

Article 2

Purpose

1. The purpose of the present Code is to provide a self-regulatory framework for the scientific community, set out clear guidance and accountability to anyone conducting research at or for AAB, and ensure that they are able to meet their responsibilities according to ethical, legal and professional standards.
2. The Code determines the duty of the researchers conducting their activities in all disciplines at and for AAB College to be aware of the policies governing scientific research, and comply with institutional and regulatory requirements.

¹ The preamble to the present Code is based on the principles contained in the Preamble of the European Code of Conduct for Research Integrity
https://ec.europa.eu/research/participants/data/ref/h2020/other/hi/h2020-ethics_code-of-conduct_en.pdf

Article 3

Applicability

The code is appropriate and applies to all AAB academic and scientific staff, AAB publications, engaged authors or visitors, and students involved in research, research projects funded by AAB College, public funding, grants or international collaborations, in accordance with the requirements defined by the institutional regulatory bodies, professional research guidelines and international research ethics frameworks.

Article 4

1. This Code has been drawn up in accordance with established ethical principles of scientific research, positive ethical practices of European universities², Code of Conduct for the Recruitment of Scholars³, European Code of Conduct for Research Integrity⁴, Ethical Principles of Psychologists and Code of Conduct – Apa Style⁵, Committee of Publication Ethics (COPE)⁶.
2. The Code of Ethics is of particular importance in biomedical research involving the tissues and human beings in which the results may affect the status and reputation of individuals. In addition to this Code and applicable regulations, scholars are strongly encouraged to adhere to internationally recognized ethical rules and standards that apply to their specific areas of research.

Article 5

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

Article 6

Academic Freedom and Academic Integrity

1. Academic freedom is the freedom to teach, study, and pursue knowledge and research without unreasonable interference or restriction from law, institutional regulation or public pressure. Its basic elements include the freedom of scholars to inquire into any subject that evokes their intellectual concern; to present their findings; to publish their data and conclusions without control or censorship; and to teach in the manner they consider professionally appropriate.

² University of Ljubljana https://www.uni-lj.si/university/code_of_ethics/

University of Bologna: <https://www.unibo.it/it/ateneo/chi-siamo/codice-etico-e-di-comportamento>

London School of Economics: <https://info.lse.ac.uk/staff/services/Policies-and-procedures/Assets/Documents/codResCon.pdf>

University of Leicester: <https://www2.le.ac.uk/offices/researchsupport/documents/research-code-of-conduct>

³ <https://euraxess.ec.europa.eu/jobs/chapter/code>

⁴ https://ec.europa.eu/research/participants/data/ref/h2020/other/hi/h2020-ethics_code-of-conduct_en.pdf

⁵ <https://www.apa.org/ethics/code>

⁶ <https://publicationethics.org/>

2. Integrity and responsibility in conducting scientific research constitutes the basis of any academic activity, and violations of research standards represent serious violations against the entire scientific community that promotes excellence in Europe.

Article 7

1. Academic integrity means commitment to the values of honesty, trust, fairness, respect, responsibility, legitimacy and dissemination.
2. In order to support academic integrity, we are committed to:
 - maintaining the highest standards of integrity of scientific research in all aspects of research;
 - ensuring that research is conducted in accordance with the relevant ethical, legal and professional frameworks, obligations and standards;
 - Supporting a research environment based on a culture of integrity, good management, best practices and institutional support for staff and researcher development;
 - Using transparent, strict and fair processes in dealing with allegations of scientific research misconduct if they arise;
 - Working together to strengthen the integrity of scientific research, and regular and open review of progress.
3. Integrity and professionalism also embody:
 - ethical and responsible conduct;
 - accuracy of results;
 - avoidance of conflict of interest;
 - maintaining the dignity, safety, well-being of the persons involved in research, or of the person who is being mentored.

Article 8

Honesty in Research

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

Article 9

Honesty in research includes continuous respect for authorship, accurate recognition and citation of scientific achievements of other researchers, continuous use of appropriate research methods and objective examination/testing of scientific hypotheses, fair and professional interpretation without distorting results and honest reporting of findings and data.

Article 10

Methods, hypotheses and research results should be open to examination and debate, unless otherwise regulated by any contract requiring confidentiality.

Article 11

The scientific researcher must prove that he/she is familiar with the nature of the research when applying for external scientific funds on behalf of AAB College; to coordinate with the relevant scientific research office, and prove that there is no conflict of interest or that he/she will receive no personal benefit on behalf of the institution.

Article 12

Every researcher who signs an application for funding, whether by AAB College or for funding from sources outside of AAB College, must ensure that the information provided is clear and accurate, and be aware that he/she shall be held accountable for any plagiarism (including own plagiarism), falsification, fabrication or distortion.

Article 13

Where an application involves collaborative work with individuals and organizations outside of AAB College, the scientific researcher must clarify the costs of the collaborator, and any supporting letters or agreements must be transparent and monitored by the institution.

Article 14

Unacceptable Conduct

1. Unacceptable conduct includes the following (the list is not exhaustive):
 - a) Fabrication, falsification, deception: 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 deceptive behavior;
 - c) Plagiarism: This involves copying or misusing ideas, text, program, or data/results or any combination thereof, without proper permission and citation. Researchers are strongly encouraged to enter into a prior agreement with any co-author or contributor to the study;
 - d) Self-plagiarism (presentation of a previously published work as if it were new)⁷. This is particularly considered misconduct in the case of a superficial reprocessing and updating, but presenting it as an entirely new scientific product;
 - e) Misrepresentation/misinterpretation of data/results with or without knowledge, by negligence or by presenting a misinterpretation of data;
 - f) Duplication of publication, including undetected copying when submitting manuscripts for publication;
 - g) Failure to declare a conflict of interest, including non-disclosure of the material interests of either the researcher or the research funder(s), including the failure to disclose the fact that the research is funded by an entity;
 - h) Wrong/false presentation of qualifications or scientific experience;

⁷ American Psychological Association (2010) *The Publication Manual of The American Psychological Association*. Sixth Edition, f. 170.



- i) Misrepresentation of authorial involvement, such as inappropriate claims of authorship or denial of authorship or contribution;
- j) Academic misuse or misorientation of Master's candidates (topic) by a mentor.

Article 15

Adherence to the Code

1. The staff engaged in scientific research staff and visiting staff must familiarize themselves with the present Code and its provisions, and ensure that they and others working around them are well-informed about the principles of the Code and adhere to these provisions.
2. The staff who are responsible for teaching or supervising students conducting research, or who are mentoring postgraduate theses must ensure that the students are well-informed about the essential principles of the Code.
3. New scientific staff must seek to become familiar with the provisions of the present Code or consult with experienced colleagues.

Article 16

A scientific researcher, mentor of a dissertation, leader of a research project, etc., shows readiness to have his/her research activity, that which he leads or in which he participates, monitored and evaluated. He cooperates with institutional or professional monitors and evaluators during the conduct of these research or mentoring activities.

Article 17

Violators of this Code, researchers, shall be subject to disciplinary procedures provided for by the Code of Ethics of AAB College, relevant regulations or responsibilities set forth in the above-mentioned international codes and employment contract.

Article 18

Disciplinary proceedings against a violator of the present Code shall consist of unbiased, reasoned actions, and must be carried out expediently, conclusively and fairly. Confidentiality shall be maintained throughout the proceedings and no one suspected of research misconduct shall be victimized.

Article 19

The staff must refrain from statements or public-media denunciations about the unsatisfactory level of a collaborator involved in a research project, or contemptuous statements about students.



Article 20

The institution protects its staff from accusations which are mischievous, frivolous and malicious, or careless or completely without substance.

Article 21

Researchers who are found not to have committed research misconduct shall be supported and appropriate steps shall be taken to restore their reputation.

Article 22

Project Supervision

1. AAB pursues a clear policy for the design and implementation of research projects in cooperation with other scientific bodies, which requires reaching agreements prior to the initiation of project implementation.
2. The agreements shall cover aspects of financial management, intellectual property protection, copyright, respect for creative originality (avoidance of plagiarism), ensuring the publication and dissemination of research results, prior ethical approval, and protection of personal data.

Article 23

Ethical oversight shall include, but is not limited to: policies for publication approval of a, publications 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 24

Each year the Ethics Committee shall, where appropriate, submit a report on the allegations of misconduct of scientific ethics, and their outcome, denunciations or reviews.

Article 25

Entry into Force

The present Code of Ethics for Scientific Research enters into force upon its endorsement by the Senate.

Dr. Bujar Demjaha, Rektor



Prishtine, 2021