

# **Tunghai University Regulations Governing Violations of Academic Ethics in Degree Theses / Dissertations**

Approved by Meeting of Academic Affairs on Nov. 17, 2015

Article 1. The Regulations herein are prescribed by Tunghai University (hereinafter referred to as “the School”) in accordance with the provisions of Article 7-2 of the Degree Conferral Law in order to maintain academic quality and to prevent degree theses / dissertations from violating academic ethics.

Article 2. The term degree theses / dissertations refer to the theses / dissertations for master’s / doctoral degree conferred by the School pursuant to the Degree Conferral Law.

Article 3. Violations of academic ethics hereunder refer to any of the following circumstances:

1. Committing plagiarism, piracy, forgery or other fraudulent means in preparing a thesis / dissertation, work of art, performance or technical report.
2. Ghostwriting or providing materials for plagiarizing the dissertation / thesis, work of art, performance or technical report through oral, photocopying or other deceptive measures.
3. Other serious violations of academic ethics

Article 4. In order to maintain quality of the dissertation / thesis, all departments, institutions and programs (hereinafter referred to as the “Department”) should attach importance to academic ethics and should help students develop a correct attitude towards learning, establish a dissertation review mechanism, positively engage in teachers’ thesis supervision and rating report to strengthen teachers’ responsibility instructing students in writing a good-quality thesis elaborately.

Article 5. To investigate, review and identify whether a student’s dissertation / thesis is involved in plagiarism or other fraudulent means, an investigation team shall be formed by relevant Departments, and the College shall constitute a Thesis Examination Committee for Academic Ethics Violations (hereinafter referred to as the “Examination Committee”).

Article 6. To maintain objectivity and impartiality in judgment, any person who is or was the thesis guidance teacher, student, committee member, blood relative within the third degree of kinship or relative by marriage within the third degree of relationship, academic partner or other interested party associated with the accused person shall disqualify himself/herself from the case concerned on his/her own motion and may not exercise his/her functions serving as a committee member hereto.

Article 7. When a dissertation or thesis is suspected of plagiarism or other fraudulent means, the investigation procedure is as follows:

1. Upon acceptance of plagiarious or other fraudulent means accusation, the accuser shall present written documents stating specific facts, enclosing specific information and sign his or her real name with telephone number and address, sending to the Department with which the accused person affiliated. Identity of the accused person shall be kept strictly confidential.
2. The Department with which the accused person affiliated shall set up an investigation team within twenty days after acceptance of the accusation. The convener of the investigation team shall be the person in charge of the Department with which the accused person affiliated, and three to five people including the Department's teachers, internal and external experts and scholars shall be recommended and submitted to the Dean of College for screening and appointment. In case the person in charge of the Department should disqualify himself/herself from the case, the Dean of College shall designate one of the College teachers to take the post. Such investigative procedures shall be carried on secretly, and identity of the members of the investigation team shall remain confidential.
3. The investigation team shall complete the investigation within one month after the composition of the team, and shall submit the investigation report to the Examination Committee with which the College affiliated for approval; it may be extended for one month when necessary.

Article 8. Procedure of judgment deliberated by the Examination Committee is as follows:

1. The convener of the Examination Committee shall be the Dean of the College with which the accused person affiliated, and five to seven people including the college's teachers, internal and external experts and scholars constitute the Committee and at least one of the members shall have professional backgrounds in law, and then shall be submitted to the President of the School for screening and appointment. In case the Dean of College should disqualify himself/herself from the case, the Dean of Academic Affairs shall take the convener's post; if both the Dean of College and the Dean of Academic Affairs should disqualify themselves from the case, the President shall designate one of the Vice Presidents of the school to take the post. Such examination procedures shall be carried on secretly, and identity of the members of the Examination Committee shall remain confidential.
2. In the case of the Examination Committee, it shall be decided by a resolution to be adopted by two-thirds or more votes of the members at the meeting attended by at least two-thirds of the entire members of the Examination Committee.
3. The Examination Committee's meeting may give notice in writing to the accused person to make statements or to appear to state the reason. Failure to either make statements or appear to state the reason shall be deemed to have given up an

opportunity to make statements. The Committee may request the accused person's advisor to attend the meeting and to explain, if necessary.

Article 9. The Examination Committee shall make specific resolutions after completion of deliberation, the reports and meeting minutes should be signed and submitted to the President of the School, and then inform the accuser and the accused person of decision of the examination and approval after being approved by the President.

Article 10. In the event that the Examination Committee confirms that the accused person's thesis violation of academic ethics is in serious circumstances, the Committee shall report and submit to the President of the School, and inform the Office of Academic Affairs after approval, then the Office of Academic Affairs shall revoke the degree and issue a public notice to announce the invalidation of the previously issued diploma. Another letter shall be sent to the National Library and the School libraries to remove the accused person's thesis paper and electronic files.

For the case after being examined is not considered as serious as the preceding paragraph whilst still violates academic ethics, the Examination Committee may request the accused person to amend or to adopt other appropriate disposal within a time limit.

Article 11. Any other matters not expressly stated herein shall be handled pursuant to relevant provisions prescribed by the Ministry of Education and the School.

Article 12. The Regulations hereto shall be promulgated and enter into effect after being approved by the meeting of Academic Affairs.