

Directions for the Establishment of the Office of Academic Ethics and Research Integrity by National Yang Ming Chiao Tung University

Passed on June 2, 2021

1. To build a mechanism for academic ethics on campus, deepen academic ethics education, foster a culture of research integrity, and maintain the quality of research, the Office of Academic Ethics and Research Integrity (hereinafter referred to as the “OAERI”) of National Yang Ming Chiao Tung University (hereinafter referred to as the “NYCU” or “University”) is set to manage and coordinate matters pertaining to academic ethics.
2. Responsibilities of the OAERI listed as follows:
 - (1) Coordinating and planning the academic ethics–related standards;
 - (2) Organizing activities, seminars, and forums on academic ethics matter;
 - (3) working as single window of academic ethics complaints and referring them to ‘other related departments for further handling;
 - (4) Providing consultation on academic ethics and, and coordinating with departments within the University if needed;
 - (5) Convening inter-office meetings to promote and coordinate academic ethics affairs as necessary;
 - (6) Assisting in convening meetings of the Academic and Research Integrity Committee (hereinafter referred to as the “ARIC”) and related matters;
 - (7) Assisting the chairperson of the Academic and Research Integrity Committee in handling urgent cases;
 - (8) Conducting ad hoc tasks related to academic ethics affairs as assigned by the President of NYCU or as other university-level committee meetings delegate;
3. A director is to be appointed from among the full-time professors of the University by the President to oversee the operations of the OAERI for a term of 2 years, subject to reappointment.

The OAERI may have a deputy director to assist the director in the promotion and supervision of the affairs of the OAERI. He/She must be a full-time faculty of the University and is appointed by OAERI director, with the approval of the president, for the same term as the OAERI director; the deputy director may serve multiple terms .

The OAERI is equipped with full-time/part-time staff members and researchers who perform operational and research work. All appointments are to be made in accordance with the relevant regulations.

4. The division of academic ethics–related work at the NYCU listed as follows:
 - (1) Academic ethics education: The academic ethics education for faculty and staff shall be established by the OAERI; the academic ethics education for students shall be separately established by the Office of Academic Affairs.
 - (2) Review of the number of hours of academic ethics education required for research projects (hereinafter referred to as the “ethics education minimum hours”): OAERI will review and approve the “ethics education minimum hours” as the Office of Research and Development review the basic eligibility criteria for research projects, and may delegate the power to supervise and ensure the implementation of “ethics education minimum hours” to the principal investigator.

5. The organization and responsibilities of the ARIC, which is to be composed of academics and experts from both inside and outside the NYCU, appointed by the President, are defined separately.
6. The OAERI is to be funded by the grants from government agencies, proceeds from educational and training activities, the NYCU endowment fund, and/or other self-financing sources.
7. Any matters that are not listed in this Direction shall be handled in accordance with the rules of the competent authorities and relevant laws and regulations.
8. This Direction shall be passed by the Administrative Meeting of NYCU and effective as the date of promulgation. Any amendments shall be processed accordingly.