

PRINCIPLES OF ACADEMIC ETHICS AT THE ESTONIAN ACADEMY OF SECURITY SCIENCES

1. General provisions

1.1. The Principles of Academic Ethics of the Estonian Academy of Security Sciences (hereinafter Principles) state the general principles the members of the Academy follow upon conducting their learning-related and research activities. The aim of the Principles is to support the organisational culture based on the core values of the Academy, and to develop and strengthen the sense of belonging.

1.2. The core values of the Academy – respect, honesty, professionalism, openness, development – have been stated in the development plan.

1.3. The Principles rely on the European Convention for the Protection of Human Rights and Fundamental Freedoms, Code of Ethics of Estonian Scientists, Code of Ethics of Officials, ethical principles valid in the agencies of internal security, Copyright Act, Statute of the Academy, and other related legal provisions of the Academy (Rules of Study, Procedure of Writing Graduation Theses, Procedure of Conducting Final Examinations, Procedure of Writing Master's Theses, The Procedures of Handling the Cases of Indecent Academic Behaviour of a Student of the Academy).

2. Ethical principles of the members of the Academy.

2.1. upon conducting academic activities, every member of the Academy follows the core values of the Academy, and:

2.1.1. follows the rules connected with teaching, learning, intellectual property, the use of databases and software;

2.1.2 fulfils learning and research-related tasks transparently and understandably, and cooperates with partners to achieve mutual aims;

2.1.3. is honest, incl. does not tolerate either plagiarism or academic fraud in any form, neither does he/she tolerate ghost-writing and self-plagiarism, and uses the other authors' texts produced in written, spoken or any other format according to the academic regulations;

2.1.4. has an opportunity and right to express their opinion, describe their professional and well-argued views while being critical towards both their knowledge and behaviour;

2.1.5. respects the members of the Academy, their partners and guests, and is open towards them;

2.1.6. ensures that the society respects education and science;

2.1.7. avoids damaging the reputation and reliability of the Academy and public service, respects the history and traditions of the Academy, its members and insignia;

2.1.8 follows the rules regulating the prevention of the conflict interests, incl. apparent interests, and other rules for preventing corruption; neither does he/she use their position or influence to create advantages or benefits for themselves or for the people connected with them.

3. Academic education.

3.1. Lecturers and students are equal in the learning process.

3.2. Becoming a student and acquiring education is a voluntary process, which foresees honest, purposeful and responsible activities in the process of learning and in the learning activities related research work.

3.3. Academic relationships are based on mutual respect and politeness, critical approach towards one's capabilities and acts.

3.4. Lecturer:

3.4.1. is a professional who is prone to cooperation and good-hearted, assesses the students objectively and unbiasedly, avoids belittling and criticising them without a purpose;

3.4.2. encourages the students to work independently, supports the development of critical thinking and respects expressing free and evidence-based opinions;

- 3.4.3. values the creation, acquiring and application of new knowledge in the learning process;
- 3.4.4. introduces scientific breakthroughs and research results of the area, but also the knowledge and skills based on practical experience, uses these in their teaching activities and continuously revises their teaching materials;
- 3.4.5. encourages students to participate in research activities and studies, explains the peculiarities and good practice of research.

3.5. Students:

- 3.5.1. are honest in their learning activities and upon fulfilling their tasks during internships. The will to achieve good results thanks to copying, the presentation of bought knowledge under their own name, and the usage of illegal activities and means during assessment, etc. are forbidden and will be punished dependent to the severity of the case;
- 3.5.2. follow the confirmed curriculum and the lecturer's grounded requirements arising from it;
- 3.5.3. can present well-argued recommendations related to the content and format of the learning activities and the learning process in general, by filling out feedback forms and continuously participating in respective activities;
- 3.5.4. can question the lecturer's competence or teaching methods only if they have well-argued evidence.

4. Good research practice.

- 4.1. The person conducting research, acts, behaves and expresses their attitudes according to locally and internationally recognised principles for planning and conducting research and publicising and implementing its results.
- 4.2. The person conducting research, guarantees that the research is conducted and the people involved are treated according to the recognised principles, standards and legal provisions related to research ethics.
- 4.3. Research which studies people cannot be in conflict with human dignity and the main human rights.
- 4.4. Everyone who creates new values must respect what others have created either in a spoken, written or any other format, and cite it according to valid regulations. Avoiding any kind of academic fraud, incl. self-plagiarism forms a basis for research.
- 4.5. Creating appropriate conditions and presenting false data are also considered as examples of academic fraud – in the process of evaluating the results, upon applying for funding or for a position.
- 4.6. Research must be based on detectable sources.
- 4.7. It is the responsibility of the researcher or the lecturer to make sure the intellectual property they have created is sufficiently protected, and wherever it is possible, they must ensure that the results of their research are used in the learning process and in favour of the society.
- 4.8. Funding, scholarships and other support are assigned based on measurable criteria.
- 4.9. Validity and actual circumstances are the main factors when solving disputes and disagreements. All parties must be involved in the process of detecting mistakes and errors.

5. The solving of problems.

- 5.1. Problems which cannot be solved based on regular practice, and which are not connected with what has been written in the Principles, are solved with the help of the Court of Honour of the Academy, which follows the statute of the Court of Honour, and which also helps to create related practice. If necessary, advice is sought from the Council of Ethics of Officials under the Ministry of Finance. Problems related to students are solved according to the Study Regulations and other relevant legal provisions.
- 5.2. The Principles were approved with minutes No 1.1-7/172 of the Rectorate dated 25.06.2018, and the document shall enter into force from the beginning of the academic year of 2018/2019.