



Guarantor: Rector's office

Košice 27th September 2021

Ref.: REK00420/2021-UPA/ 4174

**Rector's decision no. 21/2021,
on issuing rules for the assessment of plagiarism at Pavol Jozef Šafárik
University in Košice and its parts**

In accordance with the provisions of § 15 par. 1 letter m) of Act no. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Acts, as amended (hereinafter referred to as "HEA") I hereby

I s s u e

this decision, which issues the rules for the assessment of plagiarism at the Pavol Jozef Šafárik University in Košice and its parts.

Preamble

Pavol Jozef Šafárik University in Košice (hereinafter "university" or "UPJŠ") as a research-oriented university respects the ethical aspects of scientific work and shapes a correct and ethical environment in all aspects of scientific research.

Good research practice is based on the basic principles of research integrity, which guide researchers, university teachers and students in their scientific work, as well as in addressing the practical, ethical and intellectual challenges that are inextricably linked to research. UPJŠ considers it important that students, university teachers and researchers acquire the knowledge, methods and ethical rules that apply to their field. Failure to follow good research practice damages research processes, undermines relations between researchers, undermines public confidence in research and the credibility of its results. Resources and time are wasted, and research objects, users, and society may be exposed.

UPJŠ considers plagiarism to be a manifestation of a gross violation of publishing ethics. The following rules take into account generally accepted international standards and principles of research integrity and contribute to the fulfillment and provision of the Human Resources Strategy for Researchers (HRS4R) and the principles of the University's internal quality assurance system.

Art. 1 Introductory provisions

1. This decision regulates some concepts and procedures related to the assessment and detection of plagiarism at UPJŠ and its parts, namely in seminar, bachelor, diploma, rigorous, dissertation, habilitation and other theses, as well as in other creative activities of students and university staff. The University rejects plagiarism in all its forms and adheres to the principles of academic integrity of research enshrined in the UPJŠ Code of Ethics, principles of good practice of scientific publishing at Pavol Jozef Šafárek University in Košice and its parts, international documents and generally binding legal regulations.

Art. 2 Plagiarism

1. Plagiarism means, in particular, the deliberate passing on of someone else's creative work as one's own work.
2. Plagiarism means the written or electronic use of someone else's published or unpublished ideas, formulations, knowledge, research results or other results of creative or other work, illustrations, tables, photographs and other materials without proper reference to the original source in accordance with the citation rules.
3. Plagiarism manifests itself mainly in the form of:
 - a) making copies (depreciation, copying) of all or part of the text, including tables, graphs and other parts without reference to the original source in accordance with the citation rules,
 - b) reformulated download of foreign original or processed results (especially translation of a foreign language or sources from the Internet) without a proper reference to the original source in accordance with the citation rules,
 - c) paraphrasing the published work in any form without giving a proper reference to the original source in accordance with the citation rules,
 - d) publishing one's own ideas, designs, constructions, instructions, structures of creative work or argumentation procedures, taking them over without making a proper reference to the original source in accordance with the citation rules,
 - e) incorrect citation of the source, especially the so-called "Citation paraphrase", when omitting quotation marks in the quotation gives the impression that it is a paraphrase of the source, or insufficient paraphrase, when using a source with small changes in sentences while retaining the original idea, or unclear identification of part of the text taken from the source, even though the reference to the original source will be made in accordance with the citation rules,
 - f) providing misleading information about the original source,
 - g) autoplagiarism, ie re-use and presentation of the results of one's own work without inserting substantial new outputs of one's own activity and without a clear and unambiguous reference to the original source in accordance with the citation rules,
 - h) submission of so-called "academic ghostwriting" where the actual author of the work is not named and the said author is not the actual author of the text,

- i) the use of another's work or other result of creative or other activity contrary to the terms of the license.

4. Plagiarism is not:

- a) citation or other use of a copyright work, artistic performance, sound recording or audiovisual recording, broadcasting, computer program and database in accordance with the exceptions and limitations under the Copyright Act (Act No. 185/2015 Coll. from, as amended; hereinafter referred to as "copyright act"); this applies mutatis mutandis to other results of the creative or non-creative activity of third parties,
- b) compilation as a work created by merging previously unconnected parts of other original works, provided that appropriate references are made to the original sources¹
- c) listing the results of foreign authors in "review" works by making a reference to the source of the original works in accordance with the citation rules,
- d) a paraphrase in which the content of the work is expressed in another way, in particular in the text using other words, provided that the original source is given an appropriate reference in accordance with the citation rules,
- e) derivative, work derived from well-known facts that are contained in publicly available sources or are publicly known, in particular geographical or historical data, well-known information, basic mathematical or other definitions,
- f) proofreading of work carried out by another body, if this is stated.

5. In particular, the following shall not be considered as autoplagate:

- a) identical description of the methodology, experiment, interpretation concept in the publications presenting the new results obtained by the given, previously used and described methodology, if it contains a citation of the work with a detailed original description or commentary,
- b) multiple or multi-level but significantly different publication of results for their optimal dissemination in the scientific community, in particular conference paper or "preliminary note", "brief communication", "letter to the editor", "note" and subsequent complete publication with all details, in accordance with the customs of the field of science,
- c) summary of own results in subsequent publications with substantial new results or reinterpretation with important reference to the original source in accordance with the citation rules,
- d) so-called „preprints“, „working papers“ and theses published in the repositories of the "pre-printed versions" of the publisher, subsequently published as standard scientific articles,
- e) republished thesis, especially in a set of articles by a certain author, if it is indicated where the work has been previously published,
- f) the publication of identical scientific results in several different professional journals in different language versions, provided that this fact is explicitly stated in later publications,

¹ For example, certain types of textbooks and review or synthesizing theses, which aim to provide a summary of previous research in a more comprehensive form.

- g) translation of one's own thesis from one language into another, if this is explicitly stated in a later publication.

Art. 3

Plagiarism assessment

1. Plagiarism is avoided by a person if he uses a copyright work or other result of a third party's creative activity in accordance with the exceptions and limitations under copyright law or in accordance with the granted license.
2. Bodies and committees at the university, faculties or other parts of UPJŠ established for this purpose, academic staff, managers or experts outside the academic sphere within the university participate in the assessment of plagiarism.
3. When assessing plagiarism, technical means can be used, especially programs for checking the similarity of texts, and the results of such control must be subsequently subjected to a critical evaluation by a responsible university employee.
4. In assessing plagiarism, the context of such behavior shall be taken into account by a member of the academic community or another employee or student of the university, in particular:
 - a) whether it is an isolated offense or a systematic, systematic or repeated behavior,
 - b) the level of knowledge and experience of the person, in particular the year and type of study in the case of a student, seniority in the case of an academic or researcher,
 - c) intentional conduct of the person,
 - d) the specifics of the given field, especially specific customs when quoting sources,
 - e) the length and extent of the formulations adopted in relation to the actual facts, opinions, ideas and formulations produced.
5. Plagiarism assessment of thesis can be done at any time, in particular:
 - a) during inspections of students' seminar papers during their studies,
 - b) in the process of defending the bachelor's thesis,
 - c) in the process of defending a diploma thesis,
 - d) in the process of defending a rigorous thesis,
 - e) in the dissertation defense process,
 - f) in the framework of written assessments for other final theses,
 - g) in the process of assessing the works presented at student scientific conferences and similar student presentations,
 - h) during the habilitation procedure,
 - i) in the process of deciding on the invalidity of the state examination or its part according to § 108f par. 1 HEA,
 - j) in the process of deciding on the invalidity of the rigorous examination or its part according to § 108f par. 2 HEA,
 - k) in the process of deciding on the withdrawal of the scientific-pedagogical title or the art-pedagogical title "associate professor" according to § 108f par. 3 HEA,
 - l) in the process of deciding on the submission of a proposal for dismissal of a professor according to § 108f par. 4 HEA,

m) in disciplinary proceedings according to the UPJŠ Disciplinary Rules.

Art. 4

Special duties of faculties and other parts of UPJŠ

1. Faculties and other parts of UPJŠ will take appropriate measures to prevent plagiarism.
2. Possible violations of publishing ethics in the form of plagiarism are solved in cooperation with all parties involved, in particular:
 - a) directly in the parts of the university at the level of its organizational structure. Ad hoc committees may be set up to resolve disputes,
 - b) if the case cannot be resolved directly within the university at the level of its organizational structure within 30 days of finding plagiarism, or if the solution goes beyond the university, or if the parties to the dispute are not satisfied with the conclusions reached at the university, the Rector decides . The Rector of the University decides on the basis of the opinion of the UPJŠ Ethics Committee. Details of the UPJŠ Ethics Committee procedure are regulated by its rules of procedure.

Art. 5 Final provisions

This decision enters into force on the day it is signed by the Rector of UPJŠ.

This is the English language translation of the original Slovak language version of internal regulation and is not an authorized translation. In the event of inconsistency or discrepancy between the Slovak language version and the English translation of this internal regulation, the original Slovak language version prevails.

prof. RNDr. Pavol Sovák, CSc.
Rector of UPJŠ