Decision by the University Senate,
meeting on 25.05.2000

I. Guidelines on ensuring good academic practice and on the handling of academic misconduct at the University of Tübingen

a) For the purpose of these guidelines, academic misconduct is assessed according to the University of Tübingen's rules of procedure for dealing with academic misconduct [Updated version:] dated 20 December 2013 (Appendix 1). Academic misconduct is defined as follows: Academic misconduct is present when, in an academic context, a misrepresentation is made either deliberately or with gross negligence, particularly in the forgery, fabrication or manipulation of data; when the intellectual property rights of another are infringed, when uninvolved parties are named without justification as authors of a work, when co-authors of a work are not named, or the research of others is unlawfully impaired, encumbered or destroyed. Academic misconduct is also present when a person deliberately enables or takes part in the misconduct of others.

b) Above and beyond this comprehensive definition, the University of Tübingen Senate is in agreement with recommendations by the DFG (German Research Foundation) and has directly adopted some of its wording (Appendix 2: recommendations 1-8 for implementation; recommendations 9-16 to be noted: Sicherung guter wissenschaftlicher Praxis/ Safeguarding Good Scientific Practice), as well as with the current recommendations of the HRK (German Records Conference). Accordingly, the Senate regards the following as academic misconduct:

aa) Misrepresentation:
- in the fabrication of data, particularly
  - the omission of undesired results without disclosure of the omission
  - the manipulation of a diagram or image;
- incorrect statements in a job application or a grant application (including misrepresentations regarding publications and articles awaiting publication.)
bb) Infringement of intellectual property rights
- regarding a copyrighted work created by others or significant academic findings, hypotheses, doctrines, or experimental paradigms originating with others:

cc) • the unauthorized utilization and preclusion of authorship (plagiarism)
• the exploitation of others’ experimental paradigms and ideas, particularly as a supervisor/ referee (intellectual property theft);
• the preclusion or unfounded assumption of academic authorship or co-authorship,
• the manipulation of content:
• the unauthorized publication and unauthorized making available of a work to third parties as long as the work, the finding, the hypothesis, the doctrine, or the paradigm has yet to be published, or
• the arbitrary delay of publication of an academic work particularly as a publisher or supervisor/ referee, as well as the suppression of publications or findings;

dd) laying claim to another’s (co-)authorship without his/her consent,

ee) sabotage of research work (including damaging, destroying or manipulating experimental setups, equipment, data, hardware, software, chemicals, cell and microorganism cultures or any other thing which another needs to carry out an experiment),

ff) disposal of source data, insofar as this infringes legal requirements or the accepted guidelines for academic work in the relevant discipline.

A share of the responsibility for misconduct can arise from, among other things, active participation in the misconduct of others,
- having knowledge of manipulations carried out by others
- co-authorship of publications tainted by manipulation,
- gross negligence of the duty of supervision.
II. To avoid academic misconduct, the University of Tübingen Senate\textsuperscript{1} sets out the following:

a) All academic activities must comply with the rules of good academic practice, in particular as set out below (2. b - f). These rules are an integral part of the training of junior researchers. Within the framework of research projects, this is the duty of the person responsible for the project.

b) All bearers of responsibility in research and teaching must ensure, via appropriate organization of their field of operations, that the tasks of management, supervision, mediation of conflicts and quality assurance are clearly assigned and that it is guaranteed that they are properly administered.

c) Academic teachers must pay special attention to the training and support of junior researchers. They must ensure that there is adequate supervision. This includes regular discussions and supervision of the progress of work.

d) In performance and assessment criteria for examinations, the awarding of academic degrees, promotions, hiring staff, the appointment of professors, and the allocation of funds, originality and quality should always take preference over quantity as valuation standards.

e) The person responsible for a research project must ensure that source data forming the basis for publications is stored on durable and secure media for 10 years. Further legal obligations to store data, as well as measures to protect personal data, remain unaffected.

f) Authors of an academic publication bear the responsibility for its content jointly. Exceptions must be clearly indicated. All researchers who have made a significant contribution to the idea, planning, execution or analysis of the research work should have the opportunity to be co-

\textsuperscript{1} largely (a - f) in agreement with the decision by the University of Konstanz Senate on 15 July 1998 following, as recommended by the Ministry of Science, Research and the Arts (MWK)
authors. Persons who made smaller contributions are to be mentioned in the acknowledgments.

g) Upon their appointment all the University's academic staff are to be given a copy of this decision by the Senate, with appendices, to enable compliance. The delivery of this document is to be confirmed by signature.

III. This decision by the Senate is to be published in the University's official notices.