

Rules of Good Scientific Practice of the University of Münster, adopted 7 January 2002

The University of Münster (WWU) is committed to guaranteeing good scientific practice and therefore, in accordance with the resolutions passed by the DFG General Assembly on 17 June 1998 and 4 July 2001, has adopted the following rules:

§ 1

Every academic staff member of the University of Münster is obliged to adhere to the principles of good scientific practice within the scope of his or her field of activity. These principles include that work is carried out according to the scientific standards of one's respective academic field, data is accurately reported, the intellectual property of others is respected, and the research activities of fellow colleagues are not interfered with.

In particular, this includes the following:

- verifiable description of applied methodology
- thorough documentation of all publication-relevant research data
- description of research findings that allows for verification
- correct use of descriptions or illustrations
- respecting the rights of third parties with regard to copyrighted material or major scientific insights, hypotheses, teachings or research approaches by refraining from
 - unauthorised use under the pretence of authorship (plagiarism)
 - unauthorised exploitation of others' research methods and ideas, particularly as an assessor (idea theft)
 - pretence of (co-)authorship of another's academic publication
 - falsification of the content of others' scholarly work
 - publishing and granting access to scholarly research to third parties without permission, provided the work, finding, hypothesis, teaching or research approach is not yet in the public domain
- claiming (co-)authorship of another's academic publication only with their permission
- and in no way hindering the research activity of others, e.g. through sabotage (including damaging, destroying or manipulating literature, archival and source materials, experiments, equipment, documents, hardware, software, chemicals or other items which others require to conduct a research project).

All academic staff members of the University of Münster are obliged to comply with these rules.

§ 2

The heads of research groups are responsible for ensuring that the tasks of direction, supervision, conflict management and quality assurance are clearly assigned, and for guaranteeing that these are carried out accordingly.

§ 3

Students, graduate students and doctoral candidates are to be appropriately supervised within the scope of activity of their research groups. Every research group must provide the name of a primary contact for all of its members. Supervisors are responsible for teaching students about good scientific practice, including the rules provided here by the University of Münster.

§ 4

Originality and quality (not quantity) serve as criteria for the assessment of examinations and academic achievement, conferral of academic titles, promotions, hiring, professorial appointments and funding allocation.

§ 5

Primary data which provides the basis of publication must be saved on durable and secured data carriers at the facility in which the data was created for a period of ten years.

§ 6

Multiple authors of academic publications jointly bear the responsibility of their publication's content. So-called "honorary authorship" is not permitted.

§ 7

In consultation with the University Senate, the Rectorate selects a senior academic staff member of the University of Münster to serve as an independent ombudsperson, as well as a deputy. The ombudsperson serves a three-year term and may be reappointed, but no more than once. The same applies to his/her deputy, who serves in his/her stead in the case of possible bias or absence.

All members and staff of the University of Münster can contact the ombudsperson to mediate in cases of conflict or consult on matters related to the rules of good scientific practice.

Furthermore, the ombudsperson can be contacted by members and staff of the University of Münster to confidentially discuss suspected academic misconduct and provide advice in such cases. Also those who have been accused of academic misconduct may contact the ombudsperson for consultation or advice.

The ombudsperson must assess the plausibility of any accusations with regard to their certainty and significance, and provide assistance to those seeking advice by offering options on how to proceed.

The ombudsperson is bound to strict confidentiality when exercising his/her respective tasks.

The appointment of the ombudsperson and his/her deputy is publicly announced within the University along with their respective contact details, e.g. via the Internet, intranet, official announcements issued by the University administration, and circulars sent to the Dean's Offices and academic facilities of the University of Münster.

§ 8

The principles adopted by the Rectorate at its meeting on 29 January 1998 and published in the Amtliche Bekanntmachungen (AB Uni 98/1) apply to the procedures for addressing suspected academic misconduct at the University of Münster.

Issued upon resolution by the Senate of the University of Münster on 19 December 2001.

Münster, 7 January 2002

Rector

Prof. Dr. J. Schmidt

These regulations (in their original German version) are hereby announced in accordance with the University of Münster's Regulations on the Announcement and Publication of Orders, Decisions and Statutes (*Ordnung der Westfälischen Wilhelms-Universität über die Verkündung von Ordnungen, die Veröffentlichung von Beschlüssen sowie die Bekanntmachung von Satzungen*) of 8 February 1991 (AB Uni 91/1) as amended on 23 December 1998 (AB Uni 99/4).

Münster, 7 January 2002

Rector

Prof. Dr. J. Schmidt