**高雄醫學大學博、碩士學位論文違反學術倫理案件處理要點(全文)**

**Kaohsiung Medical University**

**Directives for Handling Cases of Doctoral Dissertations and Master’s Theses Violating Academic Ethics**

102.05.15 101學年度第6次教務會議通過

May 15, 2013 Passed by the 6th Academic Affairs Meeting

of the Academic Year 2012

102.06.11 高醫教字第1021101734號函公布

June 11, 2013 Promulgated via the KMU official letter

Chiao Tzu No. 1021101734

106.05.25 105學年度第6次教務會議通過

May 25, 2017 Passed by the 6th Academic Affairs Meeting

of the Academic Year 2016

111.03.25 110學年度第2次教務會議通過

March 25, 2022 Passed by the 2nd Academic Affairs

Meeting of the Academic Year 2021

111.04.25 高醫教字第1111101526號函公布

April 25, 2022 Promulgated via the KMU official letter

Chiao Tzu No. 1111101526

|  |  |
| --- | --- |
| 一、  Article 1 | **本校**為確立博、碩士學位論文違反學術倫理**或不符專業領域**案件之公正客觀處理程序，**依據學位授予法規定**，訂定本要點。  **Kaohsiung Medical University** (KMU or “the University”) formulates the KMU Directives for Handling Cases of Doctoral Dissertations and Master’s Theses Violating Academic Ethics (“the Directives”) **in accordance with the Degree Conferral Act** to ensure a just and objective process for addressing cases of doctoral dissertations and master’s theses that violate academic ethics or are **irrelevant to their professional fields**. |
| 二、  Article 2 | 本要點所稱博、碩士學位論文，**包含**本校依學位授予法所授予博、碩士學位之論文**、成就證明、書面報告、技術報告或專業實務報告。**  The term “doctoral dissertations and master’s theses” used in the Directives **includes** dissertations, theses, **achievement certificates, written reports, technical reports, and professional practice reports** that the University confers doctoral and master’s degrees upon, in accordance with the Degree Conferral Act. |
| 三、  Article 3 | 本要點所稱違反學術倫理**情事**，指以下各款行為：  **Matters** related to the violations of academic ethics referred to in the Directives include the following actions:   1. **造假：虛構不存在之申請資料、研究資料或研究成果。** 2. **Falsification: Fabricating non-existent application information, research data, or research results.** 3. **變造：不實變更申請資料、研究資料或研究成果。** 4. **Alteration: Fraudulently modifying application information, research data, or research results.** 5. **抄襲：援用他人之申請資料、研究資料或研究成果未註明出處。註明出處不當，情節重大者，以抄襲論。** 6. **Plagiarism: Using the application information, research data, or research results of others without proper citation. Significant improper indication of sources will also be regarded as plagiarism.** 7. **由他人代寫。** 8. **Having the aforementioned materials written by others.** 9. **未經註明而重複出版公開發行。** 10. **Repeatedly publishing and publicly distributing without proper acknowledgment.** 11. **大幅引用自己已發表之著作，未適當引註。** 12. **Citing one’s own published works excessively without proper citation.** 13. **以翻譯代替論著，並未適當註明。** 14. **Using translated works in place of original works without proper acknowledgment.** 15. **送審人本人或經由他人有請託、關說、利誘、威脅或其他干擾審查人或審查程序之情事，或送審人以違法或不當手段影響論文之審查。** 16. **Submitters themselves or individuals entrusted by the submitters resort to solicitation, persuasion, inducement, threats, or other measures to interfere with the reviewers or the review process; or submitters use illegal or improper means to influence the review.** 17. **學位論文與所屬系、所、學位學程專業領域不相符者。** 18. **Dissertations or theses are not relevant to the professional fields of their respective departments, graduate institutes, or degree programs.** 19. **其他違反學術倫理行為。** 20. **Other violations of academic ethics.** |
| 四、  Article 4 | 本校對於博、碩士學位論文疑涉有違反學術倫理行為之檢舉**(以下簡稱檢舉案件)**受理程序如下：  The University’s process for accepting reports of doctoral dissertations and master’s theses suspected of violations of academic ethics (“reported cases”) is as follows:   1. 檢舉人應以書面載明具體事實，檢附具體違反情形及相關資料，並具署真實姓名、聯絡電話及地址送交教務處。**教務處於接獲檢舉案件後，應於一週內完成形式要件審查，決定是否受理。因形式要件不符而不予受理者，以書面通知檢舉人後結案；經受理之檢舉案件，應於5個工作天內，移請被檢舉人所屬學院審議。** 2. The reporting individual shall prepare a written report detailing specific facts of the violation, sign it, provide their contact information and address, and submit it, along with relevant supporting materials, to the Office of Academic Affairs. **The Office of Academic Affairs shall complete the formal requirement review within 1 week of receiving the report and determine whether to accept the case. If the case is not accepted due to failure to meet formal requirements, the Office of Academic Affairs shall inform the reporting individual in writing before closing the case. If the case is accepted, the Office of Academic Affairs shall forward it to the reported individual’s college for review within 5 working days.** 3. 檢舉案件以匿名檢舉，非有具體對象及充分事證者，不予受理。 4. Cases that are reported anonymously, lack specific targets, or do not provide sufficient evidence will not be accepted. 5. **檢舉案件之審議過程、審查人及評審意見等相關資料，應予保密；受理檢舉、參與審議程序之人員就所接觸之資訊，應予保密。檢舉人之真實姓名、地址及其他足資辨識其身分之資料，應採取必要之保障措施，避免檢舉人之身分曝光。** 6. **Information such as the review process, reviewers, and comments related to a reported case shall be kept confidential. Personnel involved in the acceptance and review of the case shall maintain the confidentiality of any information they encounter. Necessary measures shall be implemented to protect the reporting individual’s real name, address, and any other identifying information to prevent their identity from being disclosed.** |
| 五、  Article 5 | **檢舉案件**之審議程序如下：  The review process of **reported cases** is as follows:   1. **被檢舉人所屬學院，應於接獲檢舉案件後10個工作天內成立學位論文違反學術倫理審定委員會（以下簡稱審定委員會）**，於**二個月**內完成審定。 2. **The college of the reported individual shall establish a review committee for a dissertation or thesis violating academic ethics (“the Review Committee”) within 10 working days of receiving the reported case. The Committee shall finalize its review within 2 months.**   前項審定期間必要時得展延**一個月**，展延以一次為限。  The review period mentioned in the previous paragraph may be extended for one month if necessary, and such an extension is limited to only one time.   1. 審定委員會**置委員五至七人，**由被檢舉人所屬學院院長、系、所、學位學程主管、本校教師代表**及相關專業領域之公正學者專家組成，其中校外委員不得低於全體委員四分之一，**並由被檢舉人所屬學院簽請校長遴聘之，審定委員會之名單應予保密。 2. The Review Committee shall consist of **5 to 7 members**, including the dean of the reported individual’s college; heads of the reported individual’s department, graduate institute, or degree program; representative teachers from the University, and **impartial scholarly experts from relevant professional fields**. **The number of external committee members shall constitute at least ¼ of the total committee members.** The college of the reported individual shall submit the list of committee members to the President for appointment, and this list shall remain confidential.   **(三)檢舉案件過程中之相關人員，與被檢舉人有下列情事之一者，應自行迴避：**  3. Personnel involved in the review of the reported case shall recuse themselves from the review in any of the following situations:   1. **現有或曾有指導博士、碩士學位論文之師生關係。** 2. **The reported individual is or was their student for whom they provided guidance on the doctoral dissertation or master’s thesis.** 3. **配偶、前配偶、四親等內之血親或三親等內之姻親，或曾有此關係。** 4. **The reported individual is or was their spouse, a blood relative within the fourth degree of kinship, or a relative by marriage within the third degree of kinship.** 5. **近三年發表論文或研究成果之共同參與研究者或共同著作人。** 6. **The reported individual is a co-researcher or co-author of a paper or research published within the most recent 3 years.** 7. **審查該案件時共同執行研究計畫。** 8. **The reported individual is jointly conducting a research project with them at the time of the review.** 9. **現為或曾為被檢舉人之訴訟代理人或輔佐人。** 10. **The personnel involved in the review is or was the legal advocate or assistant for the reported individual in a lawsuit.**   (四)審定委員會由院長擔任召集人並為會議主席。若院長為被檢舉人之利害關係人而應迴避時，應由副校長擔任召集人及會議主席。  4. The dean of the college shall serve as the convener and chair of the Review Committee. If the dean is an interested party of the reported individual and shall therefore recuse from the review, the Senior Vice President shall act as the convener and chair.  (五)審定委員會應以書面通知被檢舉人於期限內提出說明或到場陳述意見，未於通知期限內提出說明書或到場陳述意見者，視為放棄陳述之機會。  5. The Review Committee shall notify the reported individual in writing to provide an explanation or appear in person to state opinions within the required timeframe. Failure to do so will be regarded as forfeiting the opportunity to make a statement.  (六)審定委員會必要時得邀請被檢舉人之指導教授、考試委員列席說明。  6. The Review Committee may invite the advisor and members of the degree examination committee of the reported individual to provide an explanation.  **(七)**審定委員會開會時，應有委員二分之一以上出席，並經出席委員二分之一以上同意始得議決。審定委員會委員應親自出席會議，不得委任他人代理出席及表決。  **7.** A meeting of the Review Committee shall require the attendance of at least half of its members, and resolutions shall be passed with the approval of at least half of the attending members. Members shall attend meetings in person and shall not delegate representatives to attend or vote on their behalf.  **(八)**審定委員會應視檢舉情形審查被檢舉人之博、碩士學位論文，包含論文內容及結果之真實性、確認是否由他人代寫、比對文獻引用情形**、**審查論文原創性、貢獻度**與其專業領域關聯性**等。  **8.** The Review Committee shall investigate the doctoral dissertation or master’s thesis of the reported individual based on the details provided in the report. This investigation will include assessing the authenticity of the content and results, determining whether the work was written by someone else, evaluating the citation of literature, examining the originality, analyzing the contributions, and verifying **the relevance to the reported individual’s professional field.** |
| 六、  Article 6 | 審定委員會決議之審查報告書及會議紀錄應送教務會議決議，經校長核定後，由教務處以書面通知檢舉人、被檢舉人及被檢舉人所屬系、所及學位學程處理結果**及救濟管道**。當事人若有異議，得於收受通知**次日起30日內，**向學生申訴評議委員會提出申訴。  The Review Committee’s resolution, along with the review report and meeting minutes, shall be submitted to the Office of Academic Affairs for approval. After the approval of the President, the Office of Academic Affairs shall notify the reporting individual, the reported individual, and the department, graduate institute, or degree program of the reported individual in writing regarding the review results and **remedy channels**. Any party involved who disagrees with the results may file a complaint with the Student Grievance Review Committee **within 30 days from the day following the receipt of the notification.** |
| 七、  Article 7 | 已獲本校學位之**博、碩士學位論文**，若有違反學術倫理情事，經調查屬實者，應撤銷其畢業資格及學位並公告註銷及追繳其已發之學位證書，另通知其他大專校院及相關機關(構)**；其**有違反其他法令者，應依相關法令處理。  If the reported individual has received a doctoral or master’s degree from the University and is found to have violated academic ethics, the University shall revoke their graduation qualifications and degree, publicly announce the revocation, request the return of the issued degree certificate, and notify other universities, colleges, and relevant institutions. Any violations of other regulations shall be addressed in accordance with the relevant regulations.  前項情形應函知國家圖書館及本校圖書館撤下被檢舉人之紙本論文及電子檔案。  The University shall inform the National Library and its own library of the situation described in the preceding paragraph through official letters to request the removal of both the printed and electronic versions of the dissertation or thesis of the reported individual.  經撤銷畢業資格並撤銷學位者，視同退學論處，即使未屆滿修業年限，亦不得回校繼續修讀。  Upon the revocation of graduation qualifications and degree, the reported individual shall be deemed to have withdrawn from the University and shall not be permitted to return to continue their studies, even if they have not completed their study period. |
| 八、  Article 8 | **檢舉案件經認定無違反學術倫理之情事者，檢舉人再次提出檢舉，除有具體新事實或新證據外，本校得依前次審議結果，逕復檢舉人，不另行處理。**  **If the reported case is determined to have no violations of academic ethics and the reporting party re-files the report, the University shall respond based on the previous review results and will not take further action unless there are specific new facts or evidence presented.** |
| 九、  Article 9 | 本要點如有未盡事宜，依教育部及本校相關規定辦理。  Matters not set forth in the Directives shall be handled in accordance with relevant regulations of the Ministry of Education and the University. |
| 十、  Article10 | **本要點經教務會議審議通過後，自公布日起實施，修正時亦同。**  **The Directives shall be passed by the Academic Affairs Meeting and then implemented on the date of promulgation and shall apply to subsequent amendments.** |