

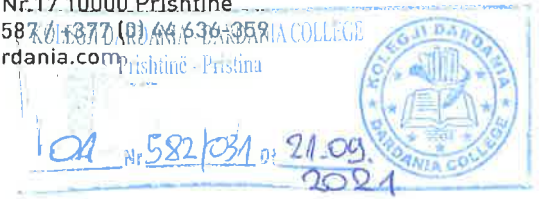


KOLEGJI DARDANIA

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Pursuant to the provisions of the Statute of Dardania, College, Prishtinë, the Steering Council of the College, at its meeting held on 21.09.2021 approved

CODE OF ETHICS OF DARDANIA COLLEGE

The Code of Ethics defines the basic standards of ethical behavior and good interpersonal relationships for the entire community of Dardania College: academic staff, students and administrative staff.

The Code of Ethics aims to maintain high ethical standards among College members, strengthen the loyalty, ensure transparency and social responsibility of College activities. In addition, it aims to encourage the autonomy of teaching and learning and the freedom of scientific research in order to promote a positive image of the College.

I. GENERAL PRINCIPLES

Article 1

The community members of the College, the academic staff, students and the administration for student services shall express their loyalty to Dardania College by complying with the basic principle of implementation and maintaining its basic values.

Article 2

Dardania College has the following basic values: excellence, honesty, autonomy, freedom of teaching and in scientific research by which it is achieved the respect for personal integrity, humanism of interethnic relations, justice, equality and truth as the highest value. By applying these values, the academic staff, the students and the administration for student services strive for integrity and accountability to their work and this is achieved through the critical attitude, tolerance and honesty.

Article 3

Community members of the College, teachers, researchers, students and administrative staff support the mission of the College by carrying out their activities fully and permanently and by participating dutifully in the relevant bodies and acting in accordance with the basic values of the College and outside its environment.

Article 4

The integrity of the teacher, researcher and college students is expressed primarily through the ethical behavior.

Article 5

A responsible attitude toward the work by the entire community of the College community is demonstrated by fulfilling entirely and regularly the work obligations and also by the initiative and willingness to be engaged in other businesses, if necessary. The academic members and the researchers of the College exercise their responsible attitude to work by engaging in teaching and scientific research and the achieved results contribute directly in the professional development and advancement in careers.

Article 6

The basic purpose of the entire community of the College, academic staff, researchers and students is the intellectual independence, which enables a constructive critical attitude in rejecting any apriorism in professional activity and in scientific research.

Article 7

Dardania College promotes high academic and professional standards. Students are expected to always have a fair attitude towards work and learning activities. to behave ethically, especially during school hours, when presenting their work for assessment and during exams. Students must respect all norms that are defined by the Code of Ethics, which specifies the rights and responsibilities of academic staff, administrative staff and students. Special attention should be paid to academic behavior and behavior towards actions such as: plagiarism, copying in exams, tendency to represent another person in exams, falsifying or fabricating data in a seminar paper, unauthorized communication during exams, engaging another person in represent someone else's work as well as presenting the same task in more than one subject, or intentional misuse or damage of technological equipment and other equipment within the college premises. The above actions not only not belong to academic subjects but at the same time they are unethical.

Article 8

The foundation of scientific creativity is opening up to new ideas and this is one of the key features of teaching and learning. The constructive criticism consists in accountable acceptance of new ideas, which provide a high level of quality that prevent simplification and extremism.

Article 9

The tolerance by the College community enables the acceptance of diversity. The advocacy of values conscientiously prevents the tolerance from returning to indifference and apathy.

Article 10

The loyalty of the College community is expressed by overall commitment to the preservation of the values achieved in teaching, research and public representation of the College.

II. TEACHING

Article 11

The academic freedom is the fundamental right and responsibility of the community members of the college, academic staff and students. The members of the academic staff exercise their academic freedom through contemporary teaching, empirical findings as evidence of scientific research and creative activities which are in compliance with generally accepted ethical standards.

Article 12

The members of college community constitute an indivisible integrity which represent willingness and commitment to provide students an encouraging environment for learning, while students contribute in the normal course of the learning process through their conscientious and responsible work which affect the continuous improvement of the learning process.

Article 13

The purpose of teaching and learning by the academic staff is spreading the knowledge and promoting creative, critical and conscientious thinking.

Article 14

The academic freedom of students implies autonomy in achieving their goals through conscientious study and personal initiative and also the adoption of ethical behavior in accordance with generally accepted standards by the Code of Ethics of Dardania College.

III. RESEARCH

Article 15

The scientific research activities are based on the freedom of research, honesty and personal integrity in research.

Article 15

The honesty to scientific research involves continuous respect of the authors by citing precisely scientific research achievement of the other researchers. The continuous use of appropriate research methods brings an objective review of research hypotheses, resulting in a proper professional interpretation of the results on the data.

Article 17

In addition to the regulations in force, the researchers of Dardania College adhere to internationally recognized ethical rules and standards that apply to specific areas of scientific research.

IV. ACTIVITIES AND THE CONDUCT OF COLLEGE MEMBERS, PERSONNEL AND THE STUDENTS OUTSIDE THE COLLEGE ENVIRONMENT

Article 18

The community members who act outside the College as private persons must respect the values and ethical standards as defined by the Code of Ethics of the College.

The community members of the College have the right to join professional associations, political parties, religious communities and other organizations as private persons. During their activities these private individuals shall avoid conflicts of interest by not violating their responsibilities and duties at the College.

Article 19

The community members of the College: academic staff, students and the administration who are appointed as representatives of a political party shall not be elected or appointed in any managerial position within the College.

Political activism or any other form of propaganda in the College premises, if it is used as a tool for use in the teaching process, is a serious violation of Code of Ethics.

i. ACTIVITIES OUTSIDE THE COLLEGE

Article 20

The community members of the College cannot carry out activities outside the college if they impede the normal flow of the teaching process, research or administrative work.

Article 21

When the community members of the College are engaged in other activities outside the college they shall adhere to the fundamental values and rules of the Code of Ethics of the College, particularly with regards to honesty, critical attitude and academic professional dignity.

ii. CONDUCT TOWARD THE COLLEGE RESOURCES

Article 22

All members of the community (academic staff, students, administrative staff, technical staff) should be careful in using the facility, equipment and financial means entrusted to them for certain purposes, to use them economically, not to abuse by using them for private purposes because they are for the benefit of the community.

iii. ADMINISTRATIVE POSITIONS IN THE COLLEGE

Article 23

The administrative members of the College and students, who hold administrative positions shall comply with the Code of Ethics of the College, by performing their duties in the spirit of academic tradition tasks, with loyalty and accountability. Taking into account the long-term effects of the measures these members propose and present, they should reach a consensus while decision making in order to avoid over voting.

iv. ETHICAL CODE COMMITTEE

Article 24

With the proposal of the College Senate, the Steering Council of Dardania College shall nominate the Committee of the Code of Ethics and determine the membership, duration of service and its responsibilities.

V. DISCIPLINARY MEASURES

Article 25

The academic staff, students and the administrative personnel who have violated once or more the standards of the Code of Ethics shall be subject to the following disciplinary measures:

1. Warning
2. Trial period
3. Indemnity
4. Dismissal

Article 26

The Disciplinary Commission imposes the disciplinary measures in the academic units of the College. Their revision is also done in the academic units by the Appeals Commission appointed by the Scientific-Teaching Councils of the academic units of the College, who act in accordance with the Regulation on Disciplinary Responsibility of the entire community of Dardania College.

Article 27

The Code of Ethics Committee appointed by the Steering Council of the College shall review the appeals of parties regarding the decision of Disciplinary and Complaints Commission and also the other complaints of injured parties in accordance with the Regulation on conduct dedicated for the community of Dardania College.

Article 28

This regulation shall enter in force on the day following its adoption by the Steering Council of Dardania College.

THE CHAIRMAN OF STEERING COUNCIL

Prof. Dr. Haki Demolli

