

Meiji University's Approaches to Preventing Research Misconduct

Meiji University stipulates
the following rules to prevent
research misconduct.



- Code of Conduct of Meiji University Researchers
- Prescription on report processing concerning misconduct in research activities
- Operational details on report processing concerning misconduct in research activities

http://www.meiji.ac.jp/osri/ethics_office/outline.html

(Excerpt) Code of Conduct of Meiji University Researchers

Approved by the Board of Trustees on November 7, 2007

In order to ensure the credibility and fairness of academic research, as well as to fulfill our social responsibilities as an organization that conducts research activities, in addition to the "Meiji University Social Cooperation Policy (approved by the Board of Trustees on October 26, 2004)", Meiji University (hereinafter referred to as the "University") hereby stipulates as follows the Code of Conduct of Meiji University Researchers (hereinafter referred to as the "Activity Standards") intended for all of the people who conduct research activities at the University (hereinafter referred to as "Researchers").

Researchers must comply with the matters stipulated in the Activity Standards, strive to properly manage academic research, and work to contribute extensively to the development of society.

1. Prevention of Improper Conduct in Academic Research

In the course of formulating, planning, making applications for, implementing, reporting, etc. their research activities, Researchers must be thorough in strictly handling matters in relation to management, storage, etc. of research data, materials (samples), etc. It also goes without mentioning that they must not perform any improper conduct such as fabrication, falsification, or plagiarism, and must make efforts in advance to prevent the occurrence of improper conduct.

<Proper Research Activities>

If a researcher engages in research misconduct, the researcher may be subject to discipline based on the University's laws and regulations. Disciplinary action may cause problems for the researcher in his/her own studies, research plans, and eventually his/her future, and he/she will lose credibility from his/her peers. If misconduct, such as plagiarism, by an undergraduate student is substantiated in reports or papers submitted in place of regular exams, the student will be disciplined in the same way as he/she would be for misconduct (cheating) on a regular exam (This may include failure or suspension for not only that subject, but for all registered subjects during that period). Please be sure to avoid engaging in misconduct in research activities and act responsibly in good faith when conducting research.

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To All Students

Research at Meiji University

For Promoting Sound Research

Research activities are the pursuit of truth and creation of new knowledge, and are important and valuable activities that contribute to academic development and the further development of society. Research activities are undertaken by all undergraduate and graduate students. All students should decide on their own themes, work on research activities, and make student life at Meiji University even more rewarding.



● Significance of Research Activities

The basic procedure of research activities is to first create a hypothesis about themes that you have decided on your own, collect and verify evidence data and materials, publish the results, hold discussions based on these results, and delve further into findings. Activities, such as creating and presenting reports and graduate theses that all students are assigned in classes, can also be regarded as research activities. The problem identification and solution capability, analytical skills, expressive ability, and spirit of cooperation that will be gained by working on such research activities are also required for employment and social activities after graduation from an undergraduate school or completion of graduate school.

● Requirements for Research Activities

In order to conduct responsible research activities, the following main elements are required.

- (Honesty)** Communicate information honestly and with sincerity
- (Accuracy)** Accurately convey findings without errors
- (Objectivity)** Express facts as they are. Do not include preconceptions or assumptions.
- (Repeatability)** Same results can be obtained, regardless of who conducts the experiment.
- (Transparency)** Strive to create a system in research by the group that allows opinions and criticism to be expressed freely among collaborators.

● Producing Accurate Research Results

Although research results must be accurate, the following actions undermine the credibility of presented data and papers, which may be determined to be research misconduct. Please do not engage in any of these acts.

- Inaccurate description of the quality of data or the data itself
- Analysis of arbitrary data when trying to produce significant results
- Unfair evaluations of earlier research in order to appeal to the significance of one's own research
- Discussions with a prejudiced bias on the results of observations
- Description of conclusions not indicated in the data

● Verification of Research Results

Preserve research data daily as follows, in order to give proof that research was conducted properly and that the research result is your own.

- Record (exactly) the research process and results in research notes (including electronic files).
- Retain research notes, valuable research data, and research materials for a set period of time.
- Keep research records that have already been published and useful research records for other researchers so that they can be looked back on at a later date.

● What Is Research Misconduct?

Research has value for the first time when research activities are conducted properly without any issues of misconduct. The following actions are types of research misconduct, which can negate the value of research activities. You should never engage in these types of actions. If you are unclear if your research activities fall under the definition of research misconduct, please consult a faculty member.

✗ Fabrication

Making up data or research results, etc.

[Example] Fabricating fictitious data and verification results as if experiments, surveys, or interviews were carried out, despite not conducting any of them, and including them in reports and papers.

✗ Falsification

Manipulating research materials, equipment, or processes to change data or results obtained from research activities.

[Example] Rewriting original images, data, or graphs that will be published in papers to forcibly fit a conclusion that the Researcher is trying to prove.

* Fabrication and falsification are distinguished according to their definitions, but there are cases in which both may be mixed in actual practice, as it is sometimes difficult to distinguish between them.

✗ Plagiarism

Appropriating the ideas, analysis, analytical methods, data, research results, research paper(s), or words of other researchers without obtaining the permission of the researchers or giving appropriate credit.

[Examples] (1) Writing a report or paper using statements and materials as is (copy and paste) from other people (even if they are not signed) that are published in printed media (books, magazines, etc.) and Web sites without indicating the source. (2) No specific indications for quotations, except for a brief mention to "Refer to XX" at the end of a report or paper. (3) Writing reports or papers by making statements created by others out to be those created by you.

Actions that are similar to and aid the above are also considered plagiarism.

* The definition of research misconduct is quoted from the "Guidelines for Responding to Misconduct in Research" (Decision by the Minister of Education, Culture, Sports, Science and Technology on August 26, 2014).

http://www.mext.go.jp/b_menu/houdou/26/08/1351568.htm

✗ The Following Actions in Writing Up Papers, etc., Are Also Considered to Fall Under the Definition of Research Misconduct.

Inappropriate Authorship

To be listed as an author even though a researcher is not qualified as an author. Conversely, not being added as an author even though a researcher is a qualified author.

Duplicate Submissions

Submitting the same information for publication without disclosing that it has already been published by the author him/herself.