



CHARLES
UNIVERSITY



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TEMPLATE OF UNIVERSITY'S MAPPING CHART REPORT

University Profile	
Name of the institution	Charles University (CUNI)
Short description/profile of the institution	<p>Charles University (CUNI) is an internationally recognized university founded in 1348 in Prague, Czech Republic. Currently, CUNI comprises 17 faculties, 3 institutes, 6 other centers dedicated to teaching, research, development, and other creative activities, and a center providing information services. CUNI boasts a number of outstanding research teams actively involved in close collaboration with international research institutions. CUNI has more than 7,900 employees, of which almost 4,500 are academic and research staff. CUNI has nearly 50 000 students enrolled in more than 300 accredited degree programs that offer over 630 different courses. CUNI actively collaborates with a broad spectrum of renowned universities from all over the world. The key priority of CUNI is to continually enhance its prestigious status as a top-performing research institution in the Czech Republic.</p>
Project name	Responsible Conduct of Research – Research Integrity and Ethics in Georgian Universities (ETHICS) Project ID # SEP-210826364
Information about the Policy Documents	
<p>Please share a description of research integrity issues underlined in any of the existing university policy documents.</p> <p>Describe the document's main principles and date of its adoption.</p>	<p>Constitution of CUNI (2/2020)</p> <ul style="list-style-type: none">- Internal regulation of CUNI- among other things, it specifies the status of members of the academic community, including prohibition of fraudulent and unfair activities in connection with study and research and other creative activities, unethical research and plagiarism- https://cuni.cz/UKEN-625.html <p>Strategic Plan 2021–2025 (2/2023)</p> <ul style="list-style-type: none">- Strategic document outlining the overall vision, key areas, activities, and indicators for the educational and research development at CUNI, including development and strengthening of academic and scholarly integrity and research skills development- https://cuni.cz/UKEN-1473.html

	<p>Code of Procedure for the Internal Evaluation Board (12/2016)</p> <ul style="list-style-type: none"> - regulates activities and powers of the Internal Evaluation Board overseeing the quality assurance and internal evaluation of the educational and scientific, research, development, innovative, artistic, or other creative activities - https://cuni.cz/UKEN-647.html <p>Rules for the System of Internal Evaluation and Quality Assurance (1/2017)</p> <ul style="list-style-type: none"> - defines the rules for the system of quality assurance of the educational, research, creative, and other related activities - supports the development of CUNI in accordance with the European concept of quality of university education and to support scientific, research, development, innovative, artistic, or other creative activities - https://cuni.cz/UKEN-661.html <p>Disciplinary Code for Students of CUNI (12/2016)</p> <ul style="list-style-type: none"> - provides the details on the consideration of infringements of disciplinary rules by students, the imposition of sanctions for such infringements, and the disciplinary proceedings - https://cuni.cz/UKEN-624.html <p>Rector's Directive – CUNI's Principles against Corruption (10/2015)</p> <ul style="list-style-type: none"> - outlines principles against corruption, indicators of corruption, control mechanisms, conflict of interest, unethical conduct - https://cuni.cz/UKEN-1097.html <p>Rector's Directive – Doctoral Study Handbook (5/2020)</p> <ul style="list-style-type: none"> - intended to enable a better orientation for participants in doctoral study and for faculty staff - deals with the responsibilities of co-ordination boards of doctoral programmes of study - https://cuni.cz/UKEN-1248.html <p>Equal Opportunities Plan 2022–2024</p> <ul style="list-style-type: none"> - principles of equal treatment, non-discrimination, and the equalization of opportunities - specifies priority areas and evaluation - https://cuni.cz/UK-11530-version1-gep_en_plan.pdf
<p>Please share a description of research ethics issues are underlined in any of the existing university policy documents.</p> <p>Describe the document's main principles and date of its adoption.</p>	<p>Code of Ethics (2/2018)</p> <ul style="list-style-type: none"> - outlines principles of professional ethics binding on the persons associated with the university, including their educational, research, and other activities, as well as mutual relations of CUNI personnel (e.g., plagiarism, unethical research conduct and publication of research outputs) - https://cuni.cz/UKEN-731.html

	<p>Rector's Directive – Constitution of the Charles University Research Ethics Commission (1/2018)</p> <ul style="list-style-type: none"> - outlines the policy and goals of CUNI in research ethics, issuing unifying recommendations for and positions on the ethical aspects of research for the faculties' commissions, or issuing positions on and recommendations for proposals for research projects or research projects already acquired - https://cuni.cz/UKEN-880.html <p>Rector's Directive – Plagiarism Assessment at CUNI (4/2020)</p> <ul style="list-style-type: none"> - regulates concepts and procedures related to the assessment and detection of plagiarism at CUNI - https://cuni.cz/UKEN-1316.html <p>Rector's Directive – Comparison of final theses and habilitation dissertations and their storage in inter-university and international databases of theses (11/2019)</p> <ul style="list-style-type: none"> - regulates the procedures for the storage of final theses in inter-university and international databases and provides for a comparison of the texts of final theses using systems for checking originality - https://cuni.cz/UKEN-1106.html <p>HR Strategy for Researchers (HRS4R) (2/2017)</p> <ul style="list-style-type: none"> - set of general principles and requirements that specify the role, responsibilities and rights of researchers and their employers, including (1) ethical and professional aspects, (2) working conditions and social security, (3) training and development, and (4) recruitment and selection - https://cuni.cz/UKEN-852.html
<p>Please describe the implementation Research Management Data at your institution. Is it obligatory to use repository or is it purely upon the researcher to decide?</p>	<ul style="list-style-type: none"> - <i>Open Science Support Centre</i> of CUNI (see below) provides support in research data management - currently, it is not obligatory to use repositories, but it is recommended in line with open science and open data principles - CUNI does not have its own data repository, researchers may use general-purpose repositories - some CUNI's research funding programs for academic staff and students (e.g., Primus Grant Scheme of CUNI) include a condition that the investigator and the faculty agree to cooperate on creating a Data Management Plan for the given project - CUNI's faculties may have their own regulations in terms of research data management - e-learning courses and print materials on research data management are available to all researchers
<p>Awareness of Academic Personnel and Researchers</p>	
<p>Do you conduct any in house trainings for the university academic personnel on research integrity and research ethics?</p>	<p>Information webpage for supervisors</p>

<p>Please provide short information on specific trainings that has been conducted. What were the topics covered</p> <p>Are these trainings being evaluated?</p>	<ul style="list-style-type: none"> - covers information about the study agenda of the supervisors, important links, and strategic documents - https://phd.cuni.cz/PHDEN-18.html <p>Methodological Seminar for Supervisors of CUNI</p> <ul style="list-style-type: none"> - MOODLE e-learning course - participation is voluntary and free of charge - the goal is to familiarize supervisors with the current wording of the various study laws and regulations necessary for performing the role of supervisor
<p>Do you conduct any in house trainings for the university young researchers/PHD students on research integrity and research ethics?</p> <p>Please provide short information on specific trainings that has been conducted. What were the topics covered</p> <p>Are these trainings being evaluated?</p>	<p>Doctoral Study Hub</p> <ul style="list-style-type: none"> - educational, discussion, and information platform for starting academics, researchers, and postdocs - provides e-learning courses, information on research grant possibilities, mobility offers, and experience sharing - https://phd.cuni.cz/PHDEN-1.html - MOODLE e-learning courses for PhD students (https://phd.cuni.cz/PHDEN-151.html) <ul style="list-style-type: none"> - courses are available free of charge, and participation is voluntary - topics: academic leadership, data visualization, Turnitin tool, <i>academic integrity & research ethics</i>, project management, data stewardship, research career management, research data management, research methods, introduction to statistics, academic writing, open access, etc. <p>Postdoctoral Study Hub</p> <ul style="list-style-type: none"> - educational, discussion, and information platform for starting academics, researchers, and postdocs - provides e-learning courses, information on research grant possibilities, mobility offers, and experience sharing - https://cuni.cz/UKEN-1436.html <p>Study courses for doctoral students (<i>Department of Addictology</i>)</p> <ul style="list-style-type: none"> - courses are provided by the Department of Addictology and are mandatory for all PhD students - courses directly related to academic integrity and research ethics: <ul style="list-style-type: none"> - Research Careers and Conduct - Advancing Scientific Skills - Research Designs and Methods in Addiction Science - Introductory Training to Addiction Science Studies - Practical Approach to Data Analysis I, II <p>Internal Ethical Committee (<i>Department of Addictology</i>)</p> <ul style="list-style-type: none"> - reviews and approves students' final theses to ensure good research and ethical practice - mandatory for all pregraduate students at the Department of Addictology from 2022

Please provide information on Academic Support Services for Researchers and PhD students at your institution.

CUNI Point

- Educational Portal for CUNI employees and doctoral students (on-line and in-person lectures e.g., academic writing, project management, language courses)
- <https://ukpoint.cuni.cz/IPSCEN-1.html>

European Centre

- offers courses and support for employees regarding EU Mobility (Fulbright Scholarships, MSCA Fellowship, Erasmus+) and EU Research grants (Horizon Europe, ERC, etc.)
- <https://ec.cuni.cz/ECEN-1.html>

Centre for Knowledge and Technology Transfer

- offers hands-on project-based learning focused on innovation, entrepreneurship, science communication, AI and alternative careers
- <https://cppt.cuni.cz/CPPTNEN-1.html>

Open Science Support Centre

- offers information and e-learning courses in English focusing on research data management and open access
- <https://openscience.cuni.cz/OSCIEN-1.html>
- **MOODLE e-learning courses**
(<https://openscience.cuni.cz/OSCIEN-78.html>)
 - topics: research data management, open science, FAIR and open data, open access, predatory journals

Centre for Lifelong Learning

- coordinates activities in the field of lifelong education within the Rectorate and the University
- <https://cczv.cuni.cz/CCZV-1.html>

Ombudsman of CUNI (since 01/2023)

- protect the rights of students, employees, and other persons of similar status in situations in which their interests and justified claims may be, are or have been jeopardized as a result of inappropriate or discriminatory behaviour, conflict situations, inactivity on the part of University bodies.
- most CUNI faculties have also their own mediators
- <https://cuni.cz/UKEN-1679.html>

CUNI Research Funding Programs

- Institutional system of support for science and research (doctoral students and post-docs in particular)
- e.g., Charles University Grant Agency (GAUK), Cooperatio, Primus, University Research Centres (UNCE)
- <https://cuni.cz/UKEN-65.html>

CUNI Central Library

	<ul style="list-style-type: none"> - provides loan services and access to eResources Portal for academic staff and students, operates CUNI Digital Repository and digital libraries - e-learning Support Center – support for Moodle, Wiki, Turnitin, etc. - https://library.cuni.cz/ <p>CUNI Carolina Centre</p> <ul style="list-style-type: none"> - provides psychological/career/legal counseling, counseling on sexual and gender-based violence, spiritual support, etc. - https://centrumcarolina.cuni.cz/CCENG-1.html <p>Department for Science and Research (<i>First Faculty of Medicine</i>)</p> <ul style="list-style-type: none"> - provides support for the Dean, Vice-Dean, Scientific Board in research-related matters - organization of doctoral study programs, student and academic mobility (Erasmus+, etc.) - organization of annual Student Scientific Conferences <p>Institute of Scientific Information (<i>First Faculty of Medicine</i>)</p> <ul style="list-style-type: none"> - provides library services and access to e-resources, lecturing for students and academic staff (searching in electronic information sources and scientific bibliographic databases, citing sources, use of citation management tools, open science approach, publishing research, etc.), methodological support for working with scientific resources - monitoring and registration of publication activities - evaluation of scientific work within the faculty - https://uvi.lf1.cuni.cz/en/
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Procedures

<p>Which structural unit analyzes any issues related to research ethics at your institution? How was this unit established and what is the specific functions of it?</p>	<p>Rector’s Advisory Board (est. 2023)</p> <ul style="list-style-type: none"> - advisory body for evaluating key issues related to scientific and educational activities and development of the university, such as supporting ERC or fostering the scientific environment at CUNI <p>International Advisory Board</p> <ul style="list-style-type: none"> - rector's advisory body to decide on the major ways of research and educational work of the university, its research centers, and internal funding system - help improve international recognition, and the quality of the research and educational work at CUNI <p>Academic Senate</p> <ul style="list-style-type: none"> - rector’s advisory bodies in terms of internal regulations, research organization, study programs, accreditations, and so on <p>Research Board</p>
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	<ul style="list-style-type: none"> - a self-governing academic body overseeing research and other creative activities performed by CUNI as a public higher education institution <p>Internal Evaluation Board of the University</p> <ul style="list-style-type: none"> - a self-governing academic body of CUNI, whose activities support and develop quality assurance and internal evaluation of the educational and scientific, research, development, innovative, artistic, or other creative activities, and related activities of CUNI <p>Ethics Commission</p> <ul style="list-style-type: none"> - established to deal with submissions concerning compliance with the CUNI's Code of Ethics <p>Research Ethics Commission</p> <ul style="list-style-type: none"> - outlining the policy and goals of Charles University in research ethics, issuing unifying recommendations for and positions on the ethical aspects of research for the faculties' commissions, or issuing positions on and recommendations for proposals for research projects or research projects already acquired
<p>Any other resources that you would like to share on Research Ethics and Integrity.</p>	<p>Student Scientific Conference (<i>First Faculty of Medicine</i>)</p> <ul style="list-style-type: none"> - scientific conference for undergraduate and PhD students involved in scientific work