

**CODE OF ETHICS
FOR TEACHERS AND EMPLOYEES
FROM RUSE UNIVERSITY "ANGEL KUNCHEV"**

RUSE, 2022

Art. 1. This code defines the rules of conduct of the representatives of the academic staff (teachers) and employees, hereinafter referred to as the university community at the University of Ruse, and aims to increase public trust in their professionalism and morality, as well as to raise the prestige of the University.

Art. 2. (1) In its actions, the university community must adhere to the established ethical norms, subordinate its actions to the requirements of academic ethics and show loyalty to the University.

Members of the university community are also required:

1. to fulfil their duties conscientiously and impartially, to improve their knowledge and skills, to show professionalism and competence in their work;

2. not to allow manifestations of corruption or other illegal actions that damage both their personal prestige and the prestige of the University;

3. to treat everyone kindly, politely and with respect, while performing their official duties, respecting the rights and dignity of the person and not allowing any manifestations of direct and indirect discrimination;

4. not to allow situations that lead to a conflict of interest. In the event of such a conflict, to inform their manager immediately;

5. not to use their official position to influence the evaluation of students' knowledge and skills, as well as in determining their student status;

6. to respect the official hierarchy and strictly implement the acts and orders of the superior authorities.

7. to respect the equal rights and obligations of women and men and their equal opportunities for realization.

(2) Members of the academic staff are additionally required:

1. to comply with the principles and requirements of the *Regulations for the Implementation of the European Charter of Scientists at the University of Ruse* at all stages of their career and in all areas of scientific research;

2. to conduct training at a level that provides an opportunity to acquire the necessary knowledge, stimulates the creative activity and independent work of the learners;

3. to be objective in assessing the knowledge and skills of learners, to be intolerant of attempts to cheat and not to allow exceptions, unless they are publicly announced;

4. to adhere to academic correctness when conducting reference studies and especially when citing reference sources;

5. not to plagiarize or use other people's ideas as their own;

6. to strive for world examples of high quality while teaching and in carrying out scientific research;

7. to contribute to building and strengthening the value system of students.

(3) A conflict of interest is present when the teachers or employees:

1. carry out an activity at their place of work that is incompatible with their official duties;

2. use non-public or classified information, which was obtained during their work at the University or to which they had official access to benefit themselves or third parties unlawfully;

3. carry out scientific or production activity, which is defined by the Law on the Protection of Competition as unfair competition or is harmful to the interests of the University;

4. participate in a selection, evaluation or decision-making process concerning persons with whom they have family relationships or common interests;

5. receive remuneration outside their official engagements for consultations, private lessons or other services to persons who are then to be evaluated by them;

6. show bad faith and/or lowered requirements when conducting the examination procedures.

Art. 3. Collegial relations in a university community of the University of Ruse should be characterized by:

1. patience and tolerance towards opponents and the opinions and views expressed by them;

2. ethical behaviour, integrity, honesty, correctness and responsiveness, as well as a desire to work in a team.

Art. 4. Actions that cause moral and/or material damage to the University of Ruse are considered immoral.

Art. 5. (1) For compliance with the Code of Ethics and resolution of disputes arising from its application in the university community, an Ethics Commission is established at the Academic Council of the University of Ruse.

(2) The members of the commission are elected by the Academic Council for a term of four years, coinciding with the mandate of the Academic Council. The Ethics Committee is permanently active. Its members (lecturers and employees) must have at least 10 years of work experience at the university. The members of the commission may be re-elected in two consecutive terms.

(3) The statute of the commission is approved by the Academic Council.

(4) The Ethics Committee is obliged to report its activities to the Academic Council once a year.

Art. 6. (1) For compliance with the Code of Ethics and resolution of cases arising from its application in the academic community, Faculty Committees on Academic Ethics are established at the Faculty Councils of each main unit, which clarify violations under Art. 58a, para. 1 of the Higher Education Act (HEA) and after consultation with the Control Board present their conclusions to the Ethics Committee of the Academic Council.

(2) Academic ethics commissions examine reports of discriminatory behaviour and actions leading to violation of equality between women and men by members of the university community.

3) When discriminatory behaviour or actions leading to inequality between women and men are contained in a decision of a governing body of the University or of a Faculty, the person claiming that his rights have been violated has the right to request from the governing body a written explanation of the basis for the decision taken and to receive other documents relevant to it. The request is made within 14 days of the publication of the decision. The management body provides the information within 14 days of receipt of the request.

Art. 7. Any interested member of the academic community may submit a report or complaint related to compliance with this code to the Faculty Committee on Academic Ethics, and other members of the university community to the Ethics Committee of the Academic Council.

Art. 8. (1) In the event of a written report by a student or a member of the university community who is considered to be subject to discrimination, harassment (including sexual harassment within the meaning of § 1, item 1 and item 2 of the Additional provisions of the Protection Act of Discrimination) by a person from the university community or by another student, the rector assigns an investigation of the case to the Ethics Committee of the Academic Council.

(2) The commission examines the case based on written explanations of the affected persons and prepares an opinion, submitted to the rector within 30 days.

Additional provisions

§1. In case of non-compliance with the norms of behaviour in this code, the members of the university community bear disciplinary responsibility, according to the laws and regulations in force on the territory of the Republic of Bulgaria.

§2. Upon initial assumption of office, the immediate supervisor is obliged to acquaint the relevant person with the provisions of this Code.

§3. The current Code of Ethics of the lecturers and employees of the University of Ruse "Angel Kanchev" cancels the previously effective Moral Code of the teachers of 08.03.1994.

§4. The Code of Ethics of the teachers and employees of the University of Ruse "Angel Kanchev" was adopted by the Academic Council at its meeting on 27.02.2007 and updated on 22.11.2016 and 25.10.2022.

RECTOR:

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