



## Khon Kaen University Announcement

(No. 513/2024)

### On Guidelines and Criteria for Evaluating Academic Misconduct and Penalties for Graduate Students

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To ensure that the process of evaluating academic misconduct among the graduate students is conducted with integrity and consistent standards across the university.

By the virtue of Section 37(1) of Khon Kaen University Act. A.D. 2015 and Khon Kaen University Regulations on Graduate Education Level, A.D. 2023 Clause 5. Adhere to the agreement of the Committee Board of Graduate School Meeting at the 12/2023 on December 7, 2023, as well as the agreement of Khon Kaen University Executive Committee Meeting at the 1/2024 on January 8, 2024, therefore issued the guidelines and criteria for evaluating academic misconduct and penalties for graduate students as follows:

**Clause 1** This announcement shall be called “Khon Kaen University Announcement (No. 513/2024) on Guidelines and Criteria for Evaluating Academic Misconduct and Penalties for Graduate Students.”

**Clause 2** This announcement shall come into effect as from the day of its issuance.

**Clause 3** The previous Khon Kaen University Announcement (No. 1365/2007) on Guidelines and Criteria for Evaluating Academic Misconduct and Penalties for Graduate Students is no longer applied and any other announcements that conflict with this announcement, this announcement should be used instead.

**Clause 4** In this announcement:

“University”	refers to	Khon Kaen University
“President”	refers to	The President of Khon Kaen University
“Faculty”	refers to	any faculty, college, or other unit which offers graduate program.

“Dean”	refers to	the dean of faculty, college or the head of any other department that offers graduate programs.
“Student”	refers to	The graduate students of Khon Kaen University.
“Thesis”	refers to	a report of research’s results that is a part of the requirements of the graduate study curriculum
“Independent Study”	refers to	a report of the independent study’s results that is a part of the curriculum of master’s degree Plan 2 (Professional Type).

“Academic work” refers to reports as a part of study courses, learning activities and course evaluation. It can also include research findings in thesis or independent study of the graduate level. Additionally, it also refers to academic works published as a part of thesis or independent study at the graduate level.

**Clause 5** Academic Misconduct consists of:

5.1 Plagiarism means taking other’s ideas or works and presenting them as one’s own without properly citing the original source or giving credit to the original author, including misleading others into thinking the work is one’s own or masking the truth that should be announced. This is in accordance with the Graduate School, Khon Kaen University Announcement (No. 104/2023) on Regulations and Guidelines for Thesis and Independent Study Conduct, Clause 12.

5.2 Self-plagiarism means the reuse of one’s own work, either verbatim or nearly verbatim without proper citation. Leading others to misunderstand the originality and potentially causing confusion in referencing. This excludes incorporating one's own work into a thesis. This is in accordance with the Graduate School, Khon Kaen University Announcement (No. 104/2023) on Regulations and Guidelines for Thesis and Independent Study Conduct, Clause 12.

5.3 Fabrication means the creation of data with the intention to make others believe it originated from experimentation or research collection.

5.4 Falsification means the act of concealing, distorting, or altering information by cutting some message out, editing information, text, or other practices in the research process to make it conform to the desired conclusion.

5.5 Redundant Publication means the publication of research work, data, or article that have previously been published, either in full or in part, by oneself or by others, using the same or different media, using the same or different wording, and in the same or different languages.

5.6 Salami Publication means dividing research that is suitable for publication as a single article into several smaller portions and submitting them for publication as multiple articles without suitability and necessary. In the submission process, it could involve submitting publications by the same individual or different individuals, either alone or in groups.

5.7 Simultaneous Submission refers to the act of submitting a research article to more than one journal for publication concurrently, or submitting an article to one journal, and upon receiving no response, subsequently submitting the same article to another journal.

5.8 Selective Publication means the publication of academic or research work by choosing to publish only the results that align with one's desired direction or by choosing not to publish certain results intentionally to lead the audiences to misunderstand or interpret the results from the whole results, or it may involve an intention to conceal information.

5.9 Unauthorized disclosure of private or confidential information of research participants without obtaining explicit written consent, resulting in adverse impacts on their privacy.

5.10 Using others' academic work means using someone else's academic work and presenting it as one's own.

5.11 Not producing academic work by oneself means hiring or having others complete academic thesis or independent study. This excludes hiring for typing, abstract translation, and partial data analysis.

5.12 Hiring for academic work means someone is hired for conduct others' thesis or independent study. This excludes hiring for typing, abstract translation, and partial data analysis.

5.13 Other academic misconducts beyond clause 5.1-5.12.

**Clause 6** When academic misconduct is identified or when a student is accused of such misconduct, the affiliated faculty shall appoint an investigative committee to find out

the facts. The investigation must be completed within 30 days from the date the committee is appointed.

**Clause 7** The committee shall gather evidence and conduct inquiries, providing students with the opportunity to explain or provide evidence to refute the allegations. The committee shall then prepare a report on the investigation findings and present recommendations to the faculty committee for consideration of penalties. The Graduate School Committee shall consider the penalties based on all relevant factors in each case as appropriate, the details are as follows:

7.1 Academic misconduct in a study course

7.1.1 Deducting points for the misconduct or,

7.1.2 Adjust to fail in the misconduct course.

7.2 Academic misconduct in thesis or independent study

7.2.1 Place the student on academic probation for the duration of their enrollment, or

7.2.2 The thesis/independent study grade will be adjusted to S = 0 (Zero) for the semester in which misconduct occurred, or

7.2.3 The thesis/independent study grade will be adjusted to S = 0 (Zero) for all semesters. The student will be allowed to restart the entire thesis/independent study process.

7.3 In cases of other academic misconduct, the student will be placed on probation throughout their enrollment.

In addition, academic works that have been published as part of a thesis or independent study at the graduate level resulting from academic misconduct cannot be used to fulfill the graduation requirements.

**Clause 8** Students who wish to appeal an academic penalty must submit their appeal to the President within 30 days of receiving the notification of the penalty. This should be done personally at the Graduate School, in the form of a letter signed by the student, The appeal must include the reasons for the appeal along with any relevant evidence and documents.

The University shall appoint committee to consider appeals case by case comprising of:

1) Vice President for Education and Academic Services or someone appointed by the President serves as the chairperson.

2) Dean of the Graduate School serves as the vice chairperson

3) Two Associate Deans or individuals appointed by the Faculty, responsible for graduate education in the relevant field aligned with the Faculty where the appeal is made, who are not involved in the appeal issue, serve as the committees.

4) Legal Officer appointed by the President serves as the committee.

5) Associate Dean for Academic Affairs of the Graduate School serves as the committee and secretary

In addition, one Assistant Secretary may be appointed.

The appeal committee will consider the appeal by providing the appellant an opportunity to present their fact and will submit its decision to the President within 45 days of receiving the appeal. In cases with compelling reasons, the committee may request a time extension, not exceeding 30 days at a time and no more than twice with notification provided to the appellant.

The President holds the authority to adjudicate the appeal and must notify the appellant of the decision in writing within 15 days of receiving the report from the appeal committee.

Clause 9 The Dean of the Graduate School, upon approval from the Graduate School Committee Board, will issue a penalty order to the student. The student, the Bureau of Academic Administration and Development, and the Graduate School will all be notified within 7 days of the order's issuance.

Clause 10 The Bureau of Academic Administration and Development will record the outcome and penalty history. When appropriate, they will notify the student's guardians, commander, or other relevant parties in written form.

Clause 11 The President of Khon Kaen University shall be in charge of this announcement. In case the principles or guidelines are not defined, or if any dispute arises from this announcement, the President of Khon Kaen University has the final authority regarding arbitration, and his/her decision is final.

Announced on February 23, 2024

(Sighed)

(Assoc. Prof. Charnchai Panthongviriyakul)

President of Khon Kaen University