



# **Regulation of supported Research at the Majmaah University**

# Introduction

The production of a number of scientific research and dissemination without regard to the ethics of scientific publishing is one of the risk routes of the reputation of the university. Therefore, the climate must be established and the infrastructure and academic systems must be established to support and preserve the ethics of scientific publishing.

This guide aims at clarifying the procedures and mechanisms upon which the Deanship of Scientific Research is based. Collected in support of the ethics of scientific publishing, where the procedures and standards of research ethics are presented.

Scientific research carried out by the Deanship of Scientific Research at the Majmaah University, which is related to the financing of research projects, and the ethical charter of both university researchers and arbitrators from within and outside the university, and the Charter Ethical rules of publishing scientific journals at the Majmaah University.

The Deanship of Scientific Bureaus hopes to provide these procedures to ensure the commitment of the university administration, faculty members, technicians, children and staff to the ethics of scientific research. It seeks to consolidate the ethics of scientific publishing among its employees. The production of a number of scientific research and dissemination without regard to the ethics of scientific publication Risk the reputation of the university, and then must be established climate and the creation of infrastructure and academic systems to support and maintain the ethics of scientific publishing.

## Guide axes

The guide deals with five axes:

**Axis 1:** Standards of ethical conduct expected of all parties involved in scientific publishing.

**The second axis:** The Ethical Charter of the Majmaah University in financing research projects.

**Third axis:** the ethical charter of researchers at the Majmaah University.

**Fourth Axis:** The Ethical Charter of the Arbitrators of the Majmaah University.

## **Fifth Axis: The Ethical Charter of the Rules of Publication in the Scientific Journals of Majmaah University**

The following is a discussion of each of these axes to shed light on the rules that must be observed in order to obey the standards of moral conduct in scientific publishing:

### **First: Standards of ethical conduct expected of all parties involved in scientific publishing**

In general, the ethics of scientific research seek to verify the commitment of the university administration, faculty members, technicians, students, and staff to this ethic. The guidelines also highlight the rights of researchers such as academic freedom, providing a stimulating environment for scientific research, resources, facilities and services at the university and others. Academic responsibility, responsibility towards society, justice, respect for the individual, non-discrimination on grounds of religion, race or mankind, non-abuse of power and others.

Researchers at Al Majmaah University must pursue the highest standards of research excellence while adhering to the ethics of scientific research while conducting research activities in accordance with Islamic law and related legal systems.

Lack of regulations may cause researchers to violate each other's rights, institutions, and community rights.

The following highlights the scientific ethics of scientific research, which are in dire need of regulations for scientific research and scientific research, highlighting the need to formulate a set of regulations to reduce scientific violations of the ethics of scientific research and scientific publishing.

#### **1. Researcher and research team**

- Responsibilities of the head of the research team towards cooperating researchers or research and teaching assistants.
- Treatment of members of the research team, especially when the conclusion of research agreements, and the division of allocations and research returns among them.
- The responsibility of the researcher towards those who carry out research and towards the institution in which he works.
- Conflict of personal and academic and financial interests.

- Academic robbery in its various forms and contexts. **Plagiarism**
- Intellectual property rights and patents of inventions resulting from scientific research.
- Exploitation of information or seizure of intellectual property rights prescribed to others.
- Unauthorized reliance on the results of clandestine research, which is an excess of academic values and scientific knowledge.
- Use financial resources for scientific research.
- The differences between the researchers and the extent of their contribution to the research.

## 2. Universities and research institutions

- Cooperation between industrial and commercial institutions on the one hand and the Academy on the other, with emphasis on rights and duties, conflicts of personal and financial interests, etc. for researchers and financiers, while publicizing research and disseminating their results.
- Use financial resources for scientific research.
- Conflicting personal interests with the professional and scientific interests of the researcher, which may affect the results of the research.
- The rights of researchers and supporting institutions.
- Intellectual property rights and patents of inventions based on scientific research.
- Ownership of inventions and discoveries of faculty members that were made during their service at the university.
- Committees to consider the violations of scientific research.
- غير Illegal and unlicensed use of university property and equipment.
- Experiments on embryos and tissues.
- The use of animals in scientific experiments.

### 3. Society

- The freedom of researchers to publish the results of their research without the consent of financiers of the research project and so as not to prejudice the security and interest of the country, or harm the community.
- To make available to all people the results of research and studies within a specific framework and in a responsible manner, in a way that does not affect the security and interest of the country, or violates the rights of human research participants.
- Understand the needs and problems of the local community and the international community, so that scientific research takes into account those needs and problems to contribute to their solution and development.
- Assault on the rights of basic individuals involved in research implementation.
- Risks that result from scientific research and threaten the environment, society, humans or animals.
- Dealing with people who have limited understanding or perception, be it because of age, such as infants or young children, or because of the mental imbalance that affects the person's personality, such as mental retardation, coma patients and displaced persons.
- Principles that should be observed by researchers during their applied research relationship with humans.
- The interest of researchers in areas of knowledge enhancement with the presentation of the results of research as it is.
- Participation of specimens and respondents in the applied study for research in particular and without their consent

### 4. Publisher / scientific journal

- Dealing with researchers since receiving the research for publication and until publication.
- Dealing with arbitrators and the required integrity, transparency and confidentiality.
- Academic robbery in its various forms and contexts. Plagiarism

- Differences between researchers and the extent to which each of them contributes to research.
- Procedures to preserve the rights of researchers and supporting institutions.

### **5. Deanship of Scientific Research:**

- Encourage the participation of researchers in various research activities in an environment free from discrimination or intolerance.
- Provision of equipment, services and services to researchers, and encourage them to obtain additional resources from external sources of funding within the framework of the regulations and regulations in force in the Kingdom.
- Research arbitration policies funded by university resources.
- The right of researchers to objectively evaluate the results of arbitration.
- Encourage researchers to conduct joint research projects with their research colleagues at the university or in other local and foreign institutions, and to promote participation among the different specialties in the various research fields.
- Follow-up research procedures during the preparation block until they are completed and published.
- Nominate research and distinguished researchers for research excellence awards.

### **The second axis: the moral charter of the Majmaah University in financing research projects**

The Deanship of Scientific Research at Al-Majmaa University has sought to encourage scientific research supported by the University since its establishment on 9 th of 1341 AH. To this end, it is constantly working on the formulation of a set of regulatory measures that preserve the ethics of scientific research and limit their violation. These regulations include:

- Priority in supporting scientific research funded by the university is for research that takes into account the research priorities that work on the development of the local community and help solve the problems experienced by the society in different institutions and spectra.
- The faculty member should not be a principal researcher in more than one research, so that the team will be given a large number of researchers to obtain support for their research projects.

- Do not change the roles between the researcher and head researcher for the same researchers in two research projects.
- It is possible to share researchers from outside the university or from other universities, but after providing data on the extent to which they need research, and the expected contribution of them to enrich the research. The competent research center may express its opinion on this participation or not.
- The researcher must produce the research in accordance with the contents of the research project approved for the support. If the amendment is to be approved, the prior approval of the Deanship of Scientific Research must be obtained with strong justification for this change.
- In the case of modifying the ability of the principal investigator to complete the project for a reason beyond its control and estimated by the Deanship of Scientific Research, the co-researcher whose name appears after the main researcher in the research project is obliged to complete the research. In the case of the modification of the presence of two researchers, the research project is canceled.
- The hardware, software and computer programs necessary for the completion of the research project, which are secured by the Department of Agglomeration, shall be the property of the competent research center. The main researcher shall return them to the Center after completion of their use in the research.
- The researcher undertakes to prepare periodic follow-up reports showing the proportions of the results in the research, so that the receivables and the art of the reports received from Inga.
- Research centers are integrated into the information contained in the Inga report, supporting experiments, analyzes and interviews with supporting documents, with the researchers to provide hard copies of the completed part as well as laboratory and other experiments.
- Scientific publishing is a prerequisite for the completion of the payment of the rest of the dues of the researchers and in accordance with the terms of the contract, and is one of the criteria to support future research projects for the researcher.

### Third: The ethical code of researchers at the Majmaah University

□ In the case of differences of opinion between the researchers and arbitrators of the research, the researcher is provided with a copy of the arbitration report. The researcher has the right to respond to the report of the arbitrators, which is submitted to his research center which is submitted to the Deanship to take the appropriate procedures and the final decision mechanism.

□ Status of the possibility of continuing the main researcher to complete the search for any reason follow one of the following two options:

1- Completion of the research project by selecting one of the participating researchers as the head researcher, with the pleasure of the Deanship of Scientific Research Council and the approval of the Vice-Dean for Graduate Studies and Scientific Research.

2- In the event of a change in the researcher's ability to complete the research project, the project shall be stopped and liquidated and the remaining amounts returned from its credits to the Research Institute at the University.

□ The principal researcher shall submit the acceptance of the final research to the publication, and shall attach three original copies of the research, including the originals of the drawings, films, means of clarification, etc. to the competent research center, as well as the final financial report of the research.

□ In the event that the letter of approval is not published or not attached to the publication after six months of the next fiscal year of the year in which it was signed, the research shall become the property of the university represented by the Deanship of Scientific Research, acting in accordance with the public interest determined by the Deanship of Scientific Research Council. The researcher is not entitled to conduct the research either in publishing or otherwise.

□ When publishing the results of research in journals and scientific journals, the researchers should refer to the support provided by the Deanship of Scientific Research, in a way that does not prejudice the rights of researchers in their participation in any rights resulting from the research, such as the invention of the invention.

□ The principal researcher or research team undertakes that it will not be disclosed at any time, whether during the project completion period or after any person, company or institution, any confidential information or the content of any form or rule that is owned by the university or any method, process or method of



manufacture Or the installation or processing of any products that may be discovered or invented during the completion of the project.

With respect to intellectual property rights and their associated financial obligations or benefits, the University and the researchers agree on the allocation of the rate of return to each party and the regulations of the King Abdulaziz City for Science and Technology are adopted as a reference.

In order for any patentable protection to be registered on a satisfactory basis, the Principal Investigator shall, from time to time, or as requested by the University, notify the University of all inventions, designs, improvements or discoveries obtained during the implementation of the Project or after the information obtained during the completion of the project.

Registration of all the protectable rights for the benefit of the university and the researcher / team to sign the documents or papers necessary for registration at the request of the university.

All funded entrepreneurs must obtain a permit from the research committee  Ethics before the start of their projects on the human / animal, and paradise

In the amendment or rejection of any project if it does not comply with any of the methods or procedures used

In the search.

#### **Fourth Axis: The Ethical Charter of the Arbitrators of the Majmaah University**

##### **Internal Reviewer:**

The research centers are tasked with the initial screening of the research provided for the support, so that the projects are prepared in a correct scientific manner and that the researcher's specialties are consistent with the research topic and determine the contribution of the research proposal to achieving research priorities. Ensuring that there are no violations of the ethics of scientific research.

Submit research projects that have entered the initial assessment stage confidential to external Reviewer.

## External Reviewer

- Two of reviewers shall evaluate the research projects according to the model prepared for this purpose
- Each center shall obtain the external reviewers grades for each research, with the average score of reviewer awarded for each research
- The directors of the research centers present the results of the reviewers to the Deanship of Scientific Research Council. The researches that deserve support are discussed in light of the research priorities, the result of the reviewers, and the expected budget for the completion of these research projects.
- It is possible to support outstanding scientific research outside the research priorities in the light of the recommendation of the research center in accordance with the research idea and scientific addition

## **Fifth Axis: The Ethical Charter of the Publishing Rules of the Scientific Journals at the Majmaah University**

Currently two magazines are published at Al-Majmaa University:

- Al - Majmaa Health Sciences Magazine
- Journal of Human and Administrative Sciences

For the journalistic ethics published by the Majmaah University . The following is an explanation:

### Ethics Publishing

1. An acknowledgment from the Principal Investigator that the research submitted for publication has not been published or published at the same time for another magazine or under arbitration in another journal.
2. When sending the research to the publication of the journal, the researcher must disclose any personal or financial interests between him and any persons or entities that may affect the search results.
3. Dissemination of more than two researches for the researcher during the academic world in order to give equal opportunity to researchers in various disciplines to publish their scientific research.
4. The editor of the journal shall consult the published research to determine the extent of his sending as it is for arbitration or return it to the researcher to improve it

and re-send it to the magazine or because of its rejection. A statistical data analyzer may be used if research involves the use of statistical methods for data analysis.

5. The research shall be sent to the number of two external reviewers, with the provision of the arbitration form prepared for that purpose.
6. The names of the patients, for example, companies or others, should not be disclosed in the research except in cases where this affects the results of the research. In this case, the written consent of the parties concerned must be obtained.
7. The Principal Investigator shall obtain permission to reuse the data contained in other published sources, if required by the Order.
8. The Principal Investigator should sign the "Copyright Model" which authorizes the journal to publish the research, so that the journal can conduct and disseminate the published research in several ways in order to expand the circulation of the journal.
9. The researcher shall use his research published in the university journals for scientific purposes without having to obtain a written permission.
10. In the event that the Editor-in-Chief or members of the Editorial Board wish to publish in the magazine of their respective owners, for the purposes of impartiality, a person from within the editorial board or from outside it shall be excluded from supervising all procedures related to the research from the time of receipt until publication.