

# Research council of the Academy & Conservatoire

## Code of conduct

Royal Academy  
of Fine Arts Antwerp

Royal Conservatoire  
Antwerp

▲P | ARTESIS PLANTIN  
HOOGESCHOOL ANTWERPEN

 **ARIA**  
Antwerp Research Institute for the Arts  
Universiteit Antwerpen

### FRAMEWORK

All research, including artistic research, is contingent on freedom. It is based on the idea that researchers require enough room for manoeuvre to be able to acquire knowledge and become familiar with a range of insights and opinions. This means that researchers need to be guaranteed independence to act, make judgements, and conduct research. Research institutions exist to offer a framework for this work. Researchers are free to choose the topics of their research and their methods, to determine the intended outcomes, to decide when their work is finished, and decide how and when research results are published. This freedom also implies that researchers are responsible for conducting themselves in an appropriate and ethical manner. Research is, however, not a free-standing activity nor does it happen in a vacuum. As in any other discipline, research in the arts strives to further our knowledge of the world we live in. Research conducted within an institution represents a common effort involving numerous actors and stakeholders. This requires openness and both direct and indirect collaboration that often crosses social, political, and cultural boundaries.

For this reason, the Research council of the Royal Academy and Royal Conservatoire is a signatory of the *European Code of Conduct for Research Integrity*, published and distributed by ALLEA (ALL European Academies), the European Federation of Academies of Sciences and Humanities. The Research council asks all researchers and/or supervisors to sign this text, and to behave in accordance with the regulations set out in the code.

### ALLEA CODE OF CONDUCT

[English-language version](#)

[Dutch-language version](#)

## PRINCIPLES OF INTEGRITY

1. **Reliability** in ensuring the quality of research, reflected in the design, methodology, analysis, and use of resources;
2. **Honesty** in developing, undertaking, reviewing, reporting, and communicating research in a transparent, fair, full, and unbiased way;
3. **Respect** for colleagues, research participants, research subjects, society, ecosystems, cultural heritage, and the environment;
4. **Accountability** for the research from idea to publication, for its management and organisation, for training, supervision, and mentoring, and for its wider societal impacts.

## SPECIFIC GUIDELINES

### 1. Research council of the Academy and Conservatoire

In order to guarantee independence of judgement and evaluation alongside unbiased selections made on the basis of quality, the practice of using independent evaluation committees to assess research applications is embedded in the Schools of Arts Research regulations (art. 17 e.v.). In addition, applications are selected and assessed according to criteria that are established in advance and shared with both applicants and assessors. The members of the evaluation committee are asked to maintain maximum independence: any possible conflicts of interest and anything up to a second-degree relationship with applicants for research projects and/or research funding must be disclosed to the Research council in advance and should be eliminated from the assessment processes.

Together with ARIA, the Research council offers supervisors and researchers opportunities to actively learn to assess and recognise potential damage and risks related to the use of Generative AI and its applications, to take these into account and, wherever possible, help limit any negative consequences.

### 2. Supervisors

Supervisors play a guiding and advisory role, but they are also responsible for assessing the progress reports and final reports of research projects. For this reason, independence of judgement is a necessary precondition for being a supervisor to one or more researchers. Moreover, any conflict of interests and anything up to a second-degree connection with research project employees must be disclosed to the Research council and eliminated.

### 3. Researchers

As those responsible for conducting research projects, researchers have a significant level of freedom in how they use research resources and carry out research assignments. Like supervisors, if they have any conflicts of interest and anything up to a second-degree relationship with other researchers, third parties, and external researchers and/or providers of goods or services in the context of the research project, they are bound to disclose these to the Research council and avoid them. Research resources should always be allocated in accordance with the rationale of research projects, and choices must never be driven by motives of personal profit. The Research council has the authority to stop projects before term if it can be proven that these guidelines have been breached. In addition, researchers commit to being careful with their research data at all times, both in terms of storage during the project as well as archiving after the project has finished. Researchers should also be transparent about their use of Generative AI and should not conceal any use of it when creating content or preparing publications. Researchers are also always expected, if necessary, to obtain ethical approval for their research projects from the appropriate ethical committees within the

Antwerp University Association (also referred to as AUHA). Finally, when sharing or publishing results of their research, researchers are required to correctly specify the name of the research institution where research projects have been conducted.

See also article 25 of the Research regulations, cited here:

*Art. 25*

*All goods, materials, and/or equipment that are acquired with operational or equipment funds from research funding remain the property of AP Hogeschool Antwerp. The institution commits to making the intended materials available to the researcher(s) for the required duration in order to finish conducting the research for which the materials in question were acquired. Moreover, the institution also commits to neither selling nor lending out the materials for the duration of the project. Unless otherwise agreed, after the end of the research project any goods, materials, and/or equipment that were acquired using research funds should also remain available to the research group to which the supervisor belongs.*

The Research council of the Academy and Conservatoire also adhere to the [Ethical Code of Conduct and Principles of Academic research of the University of Antwerp](#).

In particular, in relation to **authorship**, the Research council ascribes to the following regulations:

*2.13*

*The University of Antwerp expects its researchers, within their research, to always correctly refer to the work and ideas of others, with clear citation of original sources.*

*This protects the rights of the original author(s) in relation to their intellectual output.*

*In particular, regarding potential plagiarism in applications for funding for research projects, when submitting application forms for internal funding, researchers should always explicitly state who has been involved in the conceptual development of a research topic, setting out the contributions of each person who was involved, and also making clear if the researcher(s) concerned have submitted other applications that partially or wholly overlap with the present application, and in what way.*

*In practice, this means that the Research council will regard project proposals as containing plagiarism if any significant overlap is established between the proposal in question and a project proposal from another researcher, AND if, based on the descriptions of the division of work in both proposals, it seems that the overlapping section was not developed by the person submitting the proposal in question, AND if the applicant does not make clear in another way that the overlapping work was completed by other people.*

*There is also the issue of self-plagiarism: this is defined as situations in which it is established that there is a significant overlap between the project proposal in question and another project proposal from the same applicant AND if the proposal in question does not include any information about this overlap.*

*2.14*

*Regarding authorship, the University of Antwerp subscribes to the international guidelines of the International Committee of Medical Journal Editors. These guidelines stipulate that authorship should be based on the following criteria: the researcher has made substantial contributions to the conception or design of the work; or to the acquisition, analysis, or interpretation of data; AND the researcher was involved in drafting the work or revising it critically for important intellectual content; AND the*

*researcher shares responsibility for giving final approval to the published version; AND the researcher is accountable for all aspects of the work in order to ensure that questions related to the accuracy or integrity of every part of the work are investigated and resolved in an appropriate manner.*

#### **POINTS OF CONTACT**

- [Ethics Committee for the Social Sciences and Humanities](#) (Ethische Adviescommissie Sociale en Humane Wetenschappen)
- [Flemish Commission for Academic Integrity](#) (Vlaamse Commissie voor Wetenschappelijke Integriteit)
- Point of contact for research matters at the Royal Academy and Royal Conservatoire: [research@ap.be](mailto:research@ap.be)