



---

**LAMAR UNIVERSITY**  
**MANUAL OF ADMINISTRATIVE POLICIES AND PROCEDURES**

**SECTION: Academic Affairs**  
**AREA: Students**

**MAPP 02.03.12**

**Student Ethics and Integrity in Research**

**I. POLICY**

- A. Lamar University is committed to fostering in its students the highest standards for professional ethics and integrity in research. Maintaining professional integrity in research protects not only a student's academic and professional career but also the reputation of Lamar University and the trust of its funding partners and sponsors.

**II. PURPOSE AND SCOPE**

- A. This policy falls under the authority of all applicable federal, state, and Texas State University System (TSUS) statutes, rules, and regulations, including, but not limited to, the TSUS *Rules & Regulations*; Texas Education Code, Title 3, Higher Education; and Texas Administrative Code, Title 19, Education.
- B. This policy applies to all current and former students of Lamar University.

**III. ACCURATE REPRESENTATION OF CREDENTIALS**

- A. Students must not claim or imply that a degree has been awarded before it is officially conferred by Lamar University. Misrepresentation of academic status is considered unethical and may result in severe consequences, including dismissal from the program.

**IV. PUBLICATION AND AUTHORSHIP REQUIREMENTS**

- A. Prior to writing any journal article, book chapter, monograph, white paper, project report, conference abstract, poster, presentation, or paper that uses data, resources, facilities, personnel time, or funding associated with Lamar University, a current or former student must:
  1. Obtain written approval from the project's Principal Investigator (PI) or the faculty member directing the research and, when necessary, the agency or sponsor funding the project.
  2. Ensure that all contributors are properly acknowledged and that authorship follows accepted academic standards.
  3. Correctly cite the agency or sponsor funding the research project.
  4. Not list Lamar University as his/her institutional affiliation, or use the University's name, logos, addresses, laboratories, or funding acknowledgments, in any research product

(including conference submissions and preprints) without prior written approval as described above.

- B. If a Lamar University student submits a manuscript for publication that lists Lamar as the student's affiliation/school but uses data or information from outside Lamar University, the student must include the following disclaimer in the manuscript: "This manuscript reflects the perspectives and/or findings of the author(s). It is not to be interpreted as an official policy by the funding agencies, whether stated directly or implied. The content herein does not imply funding agency approval of any equipment tested or assessed. The opinions, results, conclusions, or suggestions presented are solely those of the author(s) and may not coincide with the position of Lamar University."
- C. Submitting and publishing work with a Lamar University affiliation without written approval violates University policy and research ethics. Current and former students unsure of academic publication and authorship requirements are strongly encouraged to speak with their faculty advisor or the faculty member/PI directing their research. If a student's advisor or PI has left Lamar University, the student should contact the Chair of the department to which the student belongs/belonged for assistance.

#### V. CONSEQUENCES OF NON-COMPLIANCE

- A. Violations of these standards can lead to the following consequences:
  - 1. Academic sanctions, including termination from a program.
  - 2. Loss of funding or assistantship positions.
  - 3. Immigration implications for international students.

#### VI. PROFESSIONAL RESPONSIBILITY

- B. Students engaged in research are expected to complete required research ethics training (e.g., CITI) and adhere to all University and sponsor guidelines. Students who have questions about these requirements should consult their advisor or the Office of Graduate Studies before taking any action.

#### VII. ACKNOWLEDGMENT

- A. Students may be asked to sign an Acknowledgement that they have received, read, and understood the University's expectations regarding professional ethics and integrity in research.

#### VIII. REVIEW AND RESPONSIBILITY

Review Schedule: Every three years on or before the date the policy was last revised and/or approved.

Responsible Party: Academic Policy Advisory Council

