

The Code of Ethics for the *Journal of Confucian Philosophy and Culture*

Enacted October 20, 2007

Revised March 2, 2021

I. Objective

This Code of Ethics establishes standards for research ethics and procedures related to research misconduct for researchers publishing through the *Journal of Confucian Philosophy and Culture* (hereafter, *JCPC*), the English journal of the Institute of Confucian Philosophy and Culture, Sungkyunkwan University. This regulation is established according to the article 21 of ICPC.

II. Ethical Code for Authors

- 1) All authors must ensure that their submissions are original research not previously published or under consideration for publication elsewhere. Submission of one's own work that has already been presented and published elsewhere as the first research outcome is regarded as duplication or self-plagiarism.
- 2) Plagiarism in any form is unacceptable, and any suspicion of plagiarism will be vigorously investigated by the editors.
- 3) When submitting a paper, use the *JCPC* online submission system, and pledge to "comply with research ethics" in the system. Once recognized to have violated the code of ethics, an author may be subjected to warning or manuscript submission limitation. *JCPC* will immediately reject the submitted paper and cancel its publication.
- 4) Recycling of one's own previously published work should be avoided as much as possible and if deemed excessive by reviewers or editors can be grounds for rejecting a given submission. When the duplication of previous work is necessary for advancing a new argument or line of inquiry, the cited work must be properly cited and the extent of overlap with the previously published essay(s) must be clearly indicated in the submission itself.
- 5) They also must ensure that they have taken all necessary precautions to avoid breach

of copyright.

- 6) All authors must disclose any conflicts of interest to the editors that may influence or appear to influence the integrity of the work submitted. For example, all sources of financial support for the research leading to the submission must be disclosed. Sponsored articles must follow the regulations of the sponsor before submission.
- 7) All research outcomes based mainly on faked or fraudulent research or upon already published work without providing any new insight are regarded as forged.
- 8) Any close imitation of another author's ideas and arguments without giving explicit and objective credit to that author is regarded as plagiarism.
- 9) Authors must take full responsibility for their presented articles.
- 10) Co-authors must clarify which parts of the essay each author has contributed to and take responsibility for those parts of the paper.
- 11) *JCPC* considers all forms of ghost, guest, and gift authorship to be unethical and works closely with editors and publishing partners to take a firm stance against such practices. Any allegation of ghost, guest, or gift authorship will be investigated by the *JCPC* guidelines. Where such practices are identified, the authors in question will be removed from an article through a post-publication correction or erratum. In addition, the journal may choose to notify the institutional or local ethics committee of the authors in question.

"Ghost" authorship refers to the practice of using a non-named author to write or prepare an article for publication. Ghost authors are typically (but not exclusively) paid sponsors, employees, junior researchers, or external academic affiliates.

"Guest" or "gift" authorship refers to the practice of naming an individual that made little or no contribution to a study as an author on an article. Gift authors are typically (but not exclusively) senior researchers, affiliated researchers, friends, or colleagues of the principal author.

- 12) (Co-authoring a Manuscript with People with Personal Connections)

"People with Personal Connections" refers to the author's kinship (spouse, offspring, or relatives) or minors (those under the age of 19). When submitting a manuscript, the author must disclose the related person and submit the "Disclosure Form for

Involving People with Personal Connections.”

III. Ethical Code for the Reviewers

- 1) Reviewers must follow the established regulations for providing an objective and fair review of the submitted article and provide their honest feedback to the editorial board. If a reviewer feels that they cannot review an article assigned to them for an objective reason, they must promptly notify the editorial board.
- 2) Reviewers must rely on academic standards and their conscience in reviewing submitted articles. Reviewers cannot reject an article based on their standpoints without sufficient basis and cannot conclude the review without carefully reading the whole article.
- 3) Reviewers must evaluate submissions purely based on their intellectual merit and conformity with the stated aims and requirements of the *JCPC*.
- 4) All reviewers must immediately inform the editors of *JCPC* in the case of any potential conflict of interest for the relationship with the author that might influence her or his judgement.
- 5) All reviewers and Editorial board members must maintain strict concerning the author's information manuscripts they review.

IV. Conflict of Interest

1) Authors

Conflict of interest exists when an author's private interests might be seen as influencing the objectivity of research or experiment, to the point that a reasonable observer might wonder if the individual's behavior or judgement was motivated by considerations of his or her competing interests. It is the responsibility of a manuscript's corresponding author to confirm if co-authors hold any conflict of interest. The corresponding author may be required to coordinate the completion of written forms from each co-author and submit these to the editor or journal administrator prior to acceptance. The following should also be declared, either through the Acknowledgements section of the manuscript or at the point of submission:

- ① All sources of research funding, including direct and indirect financial support,

supply of equipment, or materials (including specialist statistical or writing assistance).

- ② The role of the research funder(s) or sponsor(s), if any, in the research design, execution, analysis, interpretation, and reporting.
- ③ Any relevant financial and non-financial interests and relationships that might be considered likely to affect the interpretation of their findings or that editors, reviewers, or readers might reasonably wish to know. These might include but are not limited to, patent or stock ownership, membership on a company's board of directors, membership of an advisory board or committee for a company, consultancy for a company, or receipt of speaker's fees from a company.

2) Editors

- ① *JCPC* expects its journal editors to declare competing interests at the point of agreeing to their position and update them annually. *JCPC*'s standard editor agreement obliges the editor to declare any potential conflict of interest that might arise during the term of editorship prior to entry into any agreement or position.
- ② Editors must recuse themselves from individual manuscripts if they themselves have a potential conflict of interest and avoid creating potential conflicts of interest through assignment of handling editors or peer reviewers.

3) Reviewers

JCPC encourages editorial board members to consider a potential conflicts of interest when assigning reviewers. Where a reviewer declares potential conflict of interest the editor should select alternative reviewers. Failure to declare a conflict of interest may result in the removal of the reviewer from the journal database.

V. Research Ethics Committee

1) Constitution of Ethics Committee

The Ethics Committee comprises the director of the Ethics Committee, the editor-in-chief, deputy editor-in-chief, and up to five members from the editorial board. The editor-in-chief is also the director of the Ethics Committee.

2) Function of Ethics Committee

① Upon a suspected violation of the ethical code, the ethics committee will proceed to conduct an investigation and issue a decision, notifying the accused of the committee's opinion. It will also report the issue to the editorial board.

② When investigating the violation, the ethics committee must secure sufficient evidence and keep the whole process confidential.

3) Accusation of Violation

① An accuser must secure specific evidence when reporting an act of violation. Even if the report turns out to be false, the ethics committee can continue investigating if other evidence is discovered.

② The same process of accusation applies to both editorial board members and reviewers.

4) Investigation and Decision

① If accused of violating the ethical code, the accused must comply with the investigation conducted by the ethics committee.

② Noncompliance is regarded as acknowledging the accused violation.

③ All articles under investigation will be postponed for publication until the investigation has been completed and a report issued to the editorial board. Investigations are to be completed before the next term for publication.

5) Chance of Defense

The accused has the right to defend their article. Their defense can be made before the general members of the editorial board if the accused wishes to do so.

6) Forms of Penalty

Penalties which the ethics committee can impose include warnings, submission restrictions, and expulsion from membership. Already published articles can be deferred or pulled out completely. Sponsored articles, when used unfairly or warned by the sponsor, may also be subject to penalty.

When confirming research misconduct in regard to “Co-authoring a Manuscript with People with Personal Connections,” JCPC will notify the fact to the relevant institution(s) (schools related to admission, research institution, etc.) where the co-author with personal ties can benefit from the manuscript.

VI. Revision of Regulations

This regulatory policy is subject to change with the approval of more than half of those present, including the Director of ICPC, Management Fellows of ICPC, and more than half of editorial board members. Online attendance and voting are also possible.

VII. (Others)

Regulations not written in the above will follow the International Standards for Editors and the International Standards for Authors published by Committee on Publication Ethics (COPE; <https://publicationethics.org/guidance/Guidelines>).

Form 1. Disclosure Form for Co-authoring a Manuscript with People with Personal Connections



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Disclosure Form for Co-authoring a Manuscript with People with Personal Connections

Summary of Manuscript Submitted

Title	
Author	(Name) (Affiliation) (Position)
Grant support	(Funding agency) ※ If the manuscript does not receive any funding, do not fill out this section.
Participating Authors	- Author A (Name/Affiliation/Position) - Author B (Name/Affiliation/Position) - People with personal connections (Name/Affiliation/Position)

Type of Relationship (Check the box)

Kinship (family and relatives)			Minor		
Spouse	Offspring	Other	Acquaintance's children	R&E Program Investigator	Other

Justification to list someone with personal connections as an author

※ Specify ways that someone with a personal connection contributed to the manuscript

Specify the contributions by research stage (summarize)

Type	Planning Research (Research Design, Conceptualization)	Conducting Research (Data collection/ Analysis/ Interpretation/ Writing Manuscripts)	Writing Manuscripts (Writing a significant part of the paper/ Making critical revisions)	Confirming the Final Manuscript
Author A				
Author B				
People w/ Personal connections				

※ Caution: List only individuals who qualify as legitimate authors. Specifically, not all participating investigators involved in research will necessarily meet the criteria for authorship.

Contribution rate and confirmation by authors

<agreed among authors>

Type	Planning Research	Conducting Research	Writing Manuscripts	Confirming the Final Manuscripts	Total contribution Rate	Signature for Confirmation
Author A	()%	()%	()%	()%	()%	
Author B	()%	()%	()%	()%	()%	
People w/ Personal connections	()%	()%	()%	()%	()%	
Total	30%(*)	40%(*)	20%(*)	10%(*)	100%(*)	

* The relative contribution weights for the different stages may be adjusted according to the characteristics of the research project

Research Ethics Confirmation

Items	Examples
Prevention of change and addition of authors	All of the authors jointly confirm the level of authorship: agree that author A is the lead author and authors B and C (someone with personal connections) are co-authors according to the authors' contribution rates.
Prevention of plagiarism and redundant publication	Table and figures are written by author B. Author C confirms the novelty of the research by submitting the paper to an online plagiarism check. No plagiarism of any sentences or paragraphs is detected. (Any previous research used is properly credited.)
Prevention of plagiarism by using translations	The title of the paper, keywords, independent variables, hypotheses, and originality of the research model are confirmed. The Korean and English abstracts are written based on research results. No plagiarism found after the original Korean version is submitted to an online plagiarism test.
Prevention of research misconducts	The original data used for empirical analysis are well recorded. The sources of tables and figures are indicated.
Prevention of plagiarism by using salami/ segmented publication	The most similar previous research is (). The presentation of the idea is by author A and author C supplemented the findings.

() Month () Day () Year

I confirm that all of the above is true.

Name of author	Author A	Author B	People with Personal Connections
Confirmation signature			

**Standards for Determining Substantial Contributions as a
Co-author (example)**

1. Did they present the original ideas in the research?
2. Did they design the research?
3. Did they understand the research plan and gather the data, interpret and analyze the data, and contribute to the research as an author?
4. Did they record data that they produced or write a manuscript by analyzing and interpreting data? Also, were their contributions included in the final version?
5. Did they make significant intellectual contributions (comments, revisions or supplements) to the draft?