



**Annex B to QC Manual - Word document template**

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Enhancement of HE Research Potential Contributing to Further Growth of the WB Region  
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| Abstract | The following document is a report on the current situation of the ethics committee at University of Sarajevo. |
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**Report on the current situation of the ethics committee at University of Sarajevo**

**1. Introduction**

Some general presentation of how important is ethics at your institution and how it is regulated could go here (i.e. bodies responsible for it).

The University of Sarajevo takes into high regard developing and insisting on quintessential ethical values such as integrity, reliance and equality, as well a promotion of the ethical values abiding conduct among its students and environment. Ensuring the right to exercise all human rights and other ones proscribed and guaranteed by the Constitution and other applicable BH laws for members of the academic community, imposes significant duty upon the University.

The importance of adhering to ethical standards, respectively the principles of ethics in research is very important as they promote knowledge, truth and error avoidance, also promote values that are essential for collaborative work, like trust, responsibility, mutual respect and fairness and in the end many other moral and social values such as social responsibility, human rights, compliance with the law.

The University of Sarajevo Ethics Code includes moral and professional ethics principles that should be followed and adhered by teachers, scientists, artists and all employees of the University of Sarajevo and its organizational units - faculties, institutes, centers in their public and professional activities.



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## 2. National legal framework in the partner country

- Framework Law on Higher Education in Bosnia and Herzegovina, B&H Official Gazette, No.: 59/07)
- Law on Higher Education in Sarajevo Canton, consolidated text, (Sarajevo Canton Official Gazette, No.: 42/13)

## 3. Bodies responsible for ethics at your university

Information about these bodies, their composition, organization of meetings and procedures, roles and responsibilities, tasks performed, difficulties encountered etc.

The **University Ethical Council** is appointed by the Senate for a period of four years following the Rector's proposal. The Ethical Council has nine members: six represent University scientific groups, one University Administrative Office, one Students' Parliament and one the University Center for Human Rights. In addition to Council members, an equal number of deputies are appointed.

The University Ethical Council advises Rector on general issues relating to the ethics of conduct and practice at the University. The Ethical Council maintains contacts with comparable bodies at other Universities and institutions in the country and the world. The Ethical Council proposes to the Rector and the Senate amendments to the Code of Ethics. The Ethical Council organizes round table discussions, discussions, scientific meetings on topics related to the implementation and improvement of the ethical standards at the University. On the basis of the opinions delivered by member institution Ethics Committees, the Ethical Council shall prepare and submit an annual report to the University Senate.

The Ethical Council holds its regular sessions, at least four times per year. Chairman of the Ethical Council may convene an extraordinary session of Council. The Ethical Council can render valid decisions if the meeting is attended by at least seven of its members.

In the 2012-2016 term period, no requests were submitted to the Ethical Council for ruling, so we cannot single out or point at difficulties in the Ethical Council's activities.

In addition to the University Ethical Council, each University member institutions has established **Ethics Committees** appointed by the Dean, with the consent from the Teaching and Scientific/Educational and Artistic Council for a term of four years. The member institutions Ethics Committee has five members; however more members can be appointed into in the Committee, but no more than seven. Also, each appointed member must have its deputy.

Proceedings before the member institution Ethics Committees are initiated by requests submitting by interested party to have an opinion on the compliance of a particular action or behavior with the principles and rules of the Code of Ethics. The request for an opinion is submitted by the member institution's Dean, according to his own initiative or on the motion of other bodies or university community members. The request is submitted to the President of the member institution's Ethics Committee.

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The request for an opinion must be determined and must accurately and precisely describe:

- The principle issue within question;
- The particular circumstances of the case and the action or behavior that needs opinion;
- The request must be accompanied by relevant evidence, as well as the statements from the Code of Ethics needing the clarification in the issue.

Opinion of the Committee shall contain the following information:

- Description of the requirements and issues that Committee discussed;
- Statement of the principles and rules of the Code of Ethics which Committee took into consideration acting on request;
- The view of the Committee on whether the behavior described in the request is or is not in accordance with the Code of Ethics;
- The reasons behind the opinion of the Committee;
- Information on whether the opinion was adopted unanimously or by a majority vote.

Opinions of Ethics Committees are public. The right to privacy and personal data of third parties that are mentioned in the opinion must be taken care of and protected.

#### **4. Institution's own legal framework**

- The University of Sarajevo Statute of 26 June 2013.
- The University of Sarajevo Code of Ethics No.: 01-38-1696-1/12 adopted at the 42<sup>nd</sup> Senate Session of 27 June 2012.

#### **5. Remarks/Suggestions for improvement**

We deem necessary defining clear goals for improving the ethics through specific tasks assigned to the University of Sarajevo Ethics Council and member institutions' Ethics Committee. It is necessary to recognize the responsibility of Ethics Council and the Ethics Committee members in the event of failing to implement these goals.