

## The University Code of Ethics

The charter aims to:

. “Empowering the university family to assume its responsibilities in its functions, tasks and roles:

- Teamwork to build trust between professors/students/administrative bodies, especially between the university institution and its surroundings.

This charter updates the one that was issued in 2010 and applies to the university family in the public or private sectors and all actors (professors/researchers, associate professors or visiting students, administrative officials in the ministry and university institutions, technical administrative staff and assistants).

### 1- Ethical Foundation

In dedication to the principle of transparency, preventing and combating corruption, in accordance with the provisions of the Constitutional Amendment of 2020 and the relevant legal system, and out of its desire to engage effectively in this endeavour, the university must, through its multiple tasks (teaching, research, community service, provision of services and expertise), define and respect its basic ethical values, which must The university family must implement and protect it.

#### 1.1 Academic freedom

Education and research activities at the university cannot be imagined without academic freedom, which is considered the basic pillar of these activities. It is practised in the context of respect for others and professional conscience, ensuring the expression of critical opinions without censorship or coercion (Articles 74 and 75 of the 2020 Constitution). It is freedom aimed at The global vision for higher education institutions that results in research production that is published in accredited peer-reviewed journals, and whose outputs are not biased towards presenting personal opinion and militant propositions.

#### 21 Respect the campus

The exercise of academic freedom requires optimal respect for the campus, which the state is obligated to guarantee.

All members of the university family contribute through their behavior to enhancing university freedoms so that their privacy and immunity are guaranteed, and they refrain from favoring or encouraging positions and practices that may violate the principles, freedoms and rights of the university. In addition, they must

They must refrain from any partisan political activity within all university spaces

#### 3.1 The necessity of adhering to scientific truth, objectivity, and critical thought

Research and the possibility of questioning the knowledge produced and transmitted by the university are based on basic principles, which are the search for scientific truth and critical thought. It also requires the requirement of scientific truth, competence and critical observation of facts, experimentation, confrontation, respect for points of view, relevance, citing references, intellectual rigor, creativity and innovation.

#### 4.1- Responsibility and efficiency

The concepts of responsibility and competence are complementary and are strengthened by the management of the university institution based on democracy and ethics. They require the separation of pedagogical and scientific competencies from administrative responsibility, which is always exercised in the service of education and research, and must serve the competence of professors and enhance the independence of

students as professionals and citizens in the future. The spirit of responsibility and dignity should accompany professors and researchers while practicing their jobs as well as after their retirement.

### 5.1 Integrity and honesty

Striving to achieve honesty and integrity resulting from competence requires members of the university family to reject corruption in all its forms, academic theft, and all cases of conflict.

### 6.1 Mutual respect

Respect for others is based on self-respect, so university family members must refrain from all forms of symbolic, material, and verbal violence, moral or sexual harassment, discrimination, and bias.

The diversity that already exists at the university and in society requires appreciation and a spirit of openness and tolerance, which are indispensable conditions for living together.

### 7.1- Digital ethics

The rapid development witnessed in the implementation of digitization programs in all aspects of life requires the university family to keep pace with the conditions establishing digital ethics within the sector. Therefore, all institutions affiliated with the sector must provide the material and moral conditions to ensure the following basics.

Manage access to data in a way that ensures that abuses are prevented while maintaining quality

Service within the limits of allocated resources.

Secure data by protecting digital systems, infrastructure, and users from breaches, unauthorized access, and other cybersecurity threats.

Ensuring respect for privacy through the university institution's pledge to protect the confidentiality and integrity of the available personal data through the use of physical and logical security means so that no third party is allowed to access or use the personal data for any purpose except after the consent of the concerned user.

- Protecting the material or moral property rights of the author and innovator in the use of his product  
Fighting bias and discrimination that can occur in digital technologies such as biased algorithms or biased data sets -

Providing and protecting the electronic signature, which is considered the authority to guarantee electronic exchanges and what it requires in terms of updating the software and ensuring technological vigilance.

- Contributing effectively to developing frameworks and mechanisms for the ethical governance of artificial intelligence through institutional participation in working to confront all the ethical, moral and social challenges that artificial intelligence poses every day to university life.

## **2. Etiquette and ethical rules**

-12- The rights of permanent professors and researchers in the public and private sectors and their obligations

### **1.1.2- Rights**

Higher education institutions must guarantee admission to the profession of research professor and researcher only, based on the required university qualifications and experience. It must also take all possible measures to ensure that the permanent research professor and researcher who respects the principles of ethics and morals of the university profession has the right to teach and practice his activity without any interference and must be approved in all matters related to defining and activating education and research programs, quasi-university activities, and allocating resources. Within the framework of the applicable regulation on transparent mechanisms.

The research professor or permanent researcher must respond to all requirements of respect and effectiveness if called to perform administrative functions.

The processes of evaluating and evaluating the activities of the research professor and the permanent researcher are considered an integral part of the course of the education and research system within the framework of the quality assurance process. The evaluation must be limited to the academic evaluation standards for education, research and research activities.

#### **Professionalism related to university and research institutions**

The permanent research professor and researcher benefit from appropriate working conditions as well as the necessary educational and scientific means that allow them to devote themselves fully to their tasks, and to have the time necessary to benefit from continuous training. The treatment granted, and once the tasks are assumed, must be proportional to the importance given to this function exercised in society to the formation of the elite, as well as to the importance of responsibilities of all kinds that fall on the research professor and researcher.

### **212 Obligations**

The professor/researcher must be a reference in terms of competence, ethics, integrity, and tolerance, and must embody an image worthy of the university and scientific research.

While exercising his job, he must act with care, diligence, competence, integrity, independence, loyalty and good faith for the best interest of university and research institutions and to this end, he must show professional conscience and dedication in performing one's duties, and in cases where the law permits combining activities, the university profession's priority must be to refrain from any educational activity in informal systems.

Striving to adhere to global standards at the highest possible level in his professional activities while maintaining his freedom of work. - Providing education with the same efficiency as the resources provided by institutions allow

Higher education and research, while encouraging the free exchange of ideas. Presenting the pedagogical objectives of his course, while respecting the rules of pedagogical progression, within the framework of a culture of quality assurance.

- Updating information by adopting a state of scientific alertness

- Practice self-evaluation to improve his skills

Ban all forms of propaganda and indoctrination in his teaching and writings so as not to offend use the authority granted to him by the profession - contribute to the dissemination of knowledge, learning and scientific culture to contribute to the radiance of the university and the progress of society.

- Encouraging expertise and consulting activities to enrich his lessons and research.
- Refraining from all forms of discrimination based on gender, nationality or affiliation ethnicity, social status, religious affiliation, political views, disability and illness.
- Respect the confidentiality of sources when necessary. Respect the work of colleagues and students, especially doctoral students, through citation sources and refrain from any form of scientific theft.
- Contributing to revitalizing the function and culture of evaluation of pedagogical and scientific activities

At all levels.

- Be fair and impartial in the professional and academic evaluation of his colleagues.
- Evaluating the student's performance objectively and fairly.
- Ensuring respect for the confidentiality of the content of the deliberations and discussions that take place in the bodies in which he participates.
- Caution and refraining from any situation that may lead to a conflict of interest that is harmful to the profession is understood as "any situation of overlap between public or private interest and personal interests that is likely to affect independent, impartial or objective practice."
- Refrain from using his academic job and hold the university responsible for purely personal purposes
- to manage with integrity all funds entrusted to him/her within the framework of the university or research activities or any other professional activity.
- Impeding the proper functioning of the institution, in particular blocking access to structures, is prohibited

### **Teaching and research**

- Respecting the right of all university family members to have access to practicing their activities

And their jobs.

In addition, he must appear in an appearance befitting the respect of his profession.

## **2.2 Rights of administrative and technical employees and members of departments in the ministry and institutions and their obligations**

The research professor or researcher and the student are not considered the only active elements in the university, but rather they are closely linked to the administrative and technical employees and department personnel affiliated with the ministry and university institutions, who in turn have rights accompanied by obligations.

### **1.2.2- Rights**

They are entitled to respect, appreciation, and fairness, just like the rest of the active individuals in the university family.

- To ensure a fair and inclusive work environment, it is imperative that administrative and technical employees, as well as department staff, are not subject to any form of harassment or discrimination in the workplace.

- Administrative and technical employees and department agents benefit from the appropriate conditions that allow them to carry out their tasks in the best way, and in this regard, they benefit from training.
- Continuous and permanent improvement of their qualifications
- During the recruitment, evaluation, appointments and promotion processes, administrative and technical employees and department agents have the right to receive objective and unbiased treatment.
- They benefit from state protection during or during the exercise of their duties

### **2.2.2- Obligations**

They make their decisions according to the applicable rules and treat everyone equally.

These employees are responsible for ensuring the continuous and regular functioning of the structures of education and research institutions.

They must perform their duties professionally.

They are responsible for their decisions and actions and the wise use of the resources and information available to them.

They must refrain from any interference or interaction in pedagogical and scientific work.

They must be neutral and objective.

Avoid any form of discrimination.

They perform their work loyally and without partisan considerations, and must act in a fair manner.

and to avoid placing themselves in a position where they would be beholden to anyone who might unduly influence them in the exercise of their functions, and to refrain from placing themselves in a conflict of interest.

They must exercise courtesy, listen well, confidentiality, vigilance, discretion, diligence and promptness in completing their task.

Within the framework of devoting a culture of quality assurance, they must commit to achieving the goals and horizons set for the organization's project.

- Impeding the proper functioning of the institution, in particular blocking access to structures, is prohibited

Teaching and research.

Respecting the right of all university family members to have access to practicing their activities and their jobs.

In addition, he must appear in an appearance befitting the respect of his profession.

### **4.2 - Student rights and obligations in higher education**

The student has the right to be respected and dignified by members of the university family. The student must have all possible conditions so that he can consistently advance his level in higher education institutions. Thus, he has rights that do not take on meaning unless they are accompanied by the exercise of responsibility, which is embodied in a number of duties.

### **1.4.2. Rights**

The student has the right to information regarding the structure of the higher education to which he belongs  
Especially the internal system

The student has the right to freedom of expression and opinion, provided that this is done within the framework of respecting the regulations that govern the functioning of university institutions. The student has the right to security, cleanliness and the necessary health protection in the institutions.

Both university and university residencies.

There should be no discrimination between students, whether they are citizens, foreigners, or refugees based on gender, religious beliefs, political opinions, race, minority, social background, illness or disability, and must not be subjected to any psychological (moral) harassment or  
Sexual.

The student has the right to qualitative education and training based on modern and adapted pedagogical methods

The student in the postgraduate stage has the right to train in research and research while benefiting from the means of support

The training program and various educational modules must be made available to the student

At the beginning of the school year, lessons must be available to him in the form of a curriculum. The student has the right to a fair, just and unbiased evaluation, and he also has the right to appeal if...

I did not feel unfair to him when grading a particular exam

The student's grades must be submitted along with the standard marking and the special marking scale

On the subject of the exam. You must also enable viewing of the exam document

The student has the right to access the library and resource center for automated media and all means

The material needed for a qualitative composition.

The student chooses his representatives on the pedagogical committees without restriction or pressure

A student may establish student associations of a scientific, artistic, cultural, or sporting nature in accordance with the applicable legislation, which are not entitled to interfere in the administrative management of university institutions outside the framework of the applicable organization.

### **2.4.2 Commitments**

The student must provide correct and accurate information when performing the registration process, and must fulfill his administrative obligations towards the institution

The student must respect the institution's internal law, the applicable organization, and the University Charter of Ethics and Ethics

The student must respect the dignity and safety of university family members. The student must respect the right of university family members to freedom of expression.

- Impeding the proper functioning of the institution, in particular closing access to teaching and research structures, is prohibited

Respecting the right of all university family members to have access to practicing their activities and their jobs.

In addition, he must appear in an appearance befitting the respect of his profession. The student must be civil in his behavior on and off campus. The student must maintain and respect the places and means that are placed at his disposal.

Security and hygiene rules throughout the institution.

The student must respect the results of the deliberation committees, which are masters of their work. The student must never resort to cheating or stealing the work of others. The penalties taken against him are derived from the applicable organization and the internal regulations of the higher education institution. Taking these measures is up to the Disciplinary Council, and the penalties can reach final expulsion from the institution.

### **3- Mistakes and penalties**

The penalties provided for in this Charter stem more from non-compliance with the rules of etiquette than from violations of the ethical principles themselves.

Three (3) types of sanctions can be classified as pedagogical, administrative, and criminal.

13 public sector employees

11.3- Permanent employees

Regarding the penalties committed by employees in the public sector (professors - researchers, professors - university hospital researchers and permanent researchers), it is necessary to rely on Order No. 06-03 of July 15, 2006, which includes the general basic law for public employment published in the Official Gazette, Issue No. 46. of July 16, 2006, which specifies in Articles 160 to 185 errors

Professionalism and related penalties. This general system has been usefully supplemented by laws

Basic for -

Professor, University Hospital Researcher (Articles 22 and 23 of Executive Decree 129-08 of May 3, 2008: Official Gazette No. 23 of May 4, 2008):

Professor Researcher Article 24 of Executive Decree No. 08-130 of May 3, 2008 published in Issue No. 23 of the Official Gazette dated May 4, 2008 Permanent Researcher (Article 31 of Executive Decree No. 08-131 of May 3, 2008 published in Issue No. 23 of the Gazette Official dated May 4, 2008.

It is clear in this area that sanctions require the intervention of the committees stipulated and regulated by Executive Decree No. 19920 of July 25, 2020, relating to equal-member administrative committees, appeal committees, and technical committees in public institutions and administrations, published in Issue No. 44 of the Official Gazette dated July 30.

July 2020, pages 6 to 15.

1113 In addition to the professional violations mentioned in the above texts, violations of the rules stipulated in this Charter must also receive an appropriate penalty, commensurate with the seriousness of the mistake

committed indeed, from now on, the violation of the ethical rules enshrined in this Charter, must not continue unpunished, such as:

- Psychological (moral) or sexual harassment, whether by professors, students, or...

Technical and administrative staff

Sexual behavior

Refrain from any discrimination on the basis of birth, race, sex, opinion, or any other personal or social condition or circumstance in accordance with the Constitution promulgated on December 30.

Especially Article 37 thereof). 2020

- Hate speech relating to all forms of expression that spread, incite, encourage or justify discrimination or that express contempt, humiliation, hostility, hatred or

violence

Violation of these rules constitutes a foul of the fourth degree

2113 Moreover, in accordance with Article 41 of the Ministerial Resolution of October 30

2016... “The director of the private institution ensures respect for the rules of ethics and morals of the university profession

By users and students

3.1.1.3 Professional errors may also be subject to pedagogical penalties that do not appear in

The texts mentioned above, such as:

E. Prohibition from teaching:

E. Exclusion from any educational activity:

Exclusion from every body for pedagogical and scientific management:

Exclusion from teaching or shift regulations for university hospitals

E. Exclusion from evaluation and/or discussion committees:

E. Exclusion from supervising memos or theses

E-deprivation of benefiting from scientific training –

4.11.3

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- Professional errors may result in penal criminal penalties, which are specifically mentioned in the following three (3) texts. Copyright legislation: Order No. 08-05 of July 19, 2003 relating to copyright and related rights (Official Gazette No. 44).

24 dated July 2003).

Provisions related to sexual harassment, Article 341 bis of Order No. 15666



Dated June 8, 1966, amending and supplementing the Penal Code. Law on the Prevention of Corruption Law No. 06-01 of 2006 on the Prevention and Combat of Corruption (No. 14 of the Official Gazette dated March 8, 2006). February 20

06.08 Private higher education institutions are subject in particular to the following two texts: 1- Law No. of February 23, 2008 amending and supplementing Law No. 99 05 of April 4, 1999, which includes the directive law for higher education (No. 10 of the Official Gazette dated February 27, 2008, which supplements the law. Issued in 1999 under the title IV bis “Higher training provided by private institutions”, in its articles 43 bis 1 to 43 bis 14, as well as articles 63 bis, 63 bis 1 and 63 bis, Law No. 99-05 of April 4, 1999, which includes the directive law for higher education. No. 24 of the Official Gazette of 1999, amended and supplemented by Law 08-06 of February 2008) No. 10 of the Official Gazette No. 23

### **2.1.3 Contracted employees**

Professional errors and disciplinary penalties are subject to the provisions of Presidential Decree No. 07 308 of September 29, 2007 Articles 59 to (68): Official Gazette No. 61 dated 30 September 2007

### **2.3 Employees of private institutions**

Decision of the Minister of Higher Education dated October 30, 2016 specifying the book of conditions for issuing a license to establish a private institution for higher training (Issue 67 of the Official Gazette dated 13 November 2016).

### **3.3- Students**

1.3.3- With regard to students, violations, penalties and disciplinary procedures shall be established in accordance with the provisions of Resolution No. 871 of June 11, 2014 published in the Official Bulletin of Higher Education and Scientific Research for the year 2014, the second trimester, regarding “the establishment, composition and functioning of disciplinary councils within institutions of higher education.”

2.3.3 With regard to doctoral students in particular, the thesis charter attached to the decision of the Minister of Higher Education and Scientific Research No. 961 of December 2, 2020, which specifies the methods for enrolling in third-stage training, its organization, and the conditions for preparing and discussing a doctoral thesis, defines the obligations of the doctoral student, and stipulates: Pledge to respect university morals and ethics.

This thesis charter also specifies the responsibilities of both the thesis supervisor and the director, Laboratory and head of the doctoral training committee.

3.3.3- Without disregarding its status as a criminal offence, according to the regulations outlined in Article 13 of the Minister of Higher Education and Scientific Research's decision, individuals who engage in the following actions may face second-degree penalties.

Psychological (moral) or sexual harassment

Sexual behavior

Manifestations of racism and discrimination against immigrants or on the basis of gender or beliefs

Religious, political views, race, or belonging to a minority social origin disease

Impotence

Hate speech relates to all forms of expression that propagate, incite, encourage or justify discrimination, or that express contempt, humiliation, hostility, hatred or violence.

4.3.3 - The criminal system was completed and enriched with two important laws, which were published in the issue

25 of the Official Gazette of April 29, 2020 Law No. 20-05 of April 28, 2020 relating to the prevention of Discrimination and hate speech and combating them. With the aim of subjecting public life to moral values, spreading the culture of tolerance and dialogue, and eliminating violence in society, as this law is known in particular, for the first time.

Hate speech as well as discrimination as follows:

Hate speech is all forms of expression that propagate, encourage or justify discrimination, as well as those that contain contempt, insult, hostility, hatred or violence directed at a person or group of persons on the basis of sex, race, color, descent, national or ethnic origin, language or affiliation. Geography, disability or condition

Health.

Discrimination: Any distinction, exception, restriction or preference based on gender or Race, color, ancestry, national or ethnic origin, language, geographic affiliation, or disability or health condition, which has the purpose or effect of disrupting or impairing the recognition, enjoyment or exercise on an equal footing of human rights and fundamental freedoms in the sphere of political, economic, social, cultural, or in any other field of life the public.

Thus, hate speech or discriminatory speech constitutes serious criminal offences

Danger.

12 Articles from 233 bis 6 to 253 bis

Law No. 20-06 of April 28, 2020 amending and supplementing the Penal Code

Which included

Creating a new chapter entitled “Compromising the Integrity of Examinations and Competitions,” which consists of:

Given the utmost importance of this new procedure, which should be known to all members of the university family, it is useful to recall it and include it below so that it does not

Someone ignores or forgets about it

Article 253 bis 6: Anyone who publishes or leaks topics and/or answers to exams 100,000 before or during exams or competitions shall be punished with imprisonment from one (1) to three (3) years and a fine from DZD to 300,000 DZD.

Hiya for primary or intermediate education

Secondary education, higher education competitions, vocational education and training, and national vocational competitions shall be punished with the same penalties for anyone who takes the place of the candidate in the exams.

And the competition mentioned in the first paragraph of this article

Article 253 bis 7: The penalty shall be imprisonment from five (5) years to ten (10) years and a fine from 500,000 DZD to 1,000,000 DZD, if the acts stipulated in Article 253 bis 6 are committed: -

By persons charged with preparing, organizing, or framing examinations, competitions, or...

Supervising it

By a group of people using a system for automated data processing using remote communication means.

Article 253 bis 8: The penalty shall be temporary imprisonment from seven (7) years to fifteen (15) years and a fine from 700,000 DZD to 1,500,000 DZD, if suspicion of the violation mentioned in Article 253 bis 6 leads to the total or partial cancellation of the exam or competition.

Article 253 bis 9: An attempt to commit the misdemeanors stipulated in this chapter shall be punished

With the same penalties as for a complete crime

Article 253 bis 10 In the event of conviction for the crimes stipulated in this chapter, it is possible.

That the perpetrator be punished by deprivation of one or more of the rights stipulated in Article 9 bis of this law: (Note: Article 9 bis 1 mention in its paragraph 4 deprivation of the right to teach, manage a school, or work in an educational institution as a teacher, director, or

supervisor)

Article 253 bis: 11 Without prejudice to the rights of bona fide third parties, the equipment shall be confiscated.

The programs and means used to commit the crimes stipulated in this chapter and the funds derived from them, closing the website or electronic account through which the crime was committed, or making access to it impossible, and closing the place or place of exploitation if the crime was committed with the knowledge of its owner.

Article 253 bis 12: A legal person who commits one of the crimes stipulated shall be punished in this chapter in accordance with the provisions of this law.

The University recognises the rights of unions by the Algerian constitution as expressed in the following articles.

Article 5: The exercise of the union right is recognized for workers and employees in all institutions of the economic sector, public institutions and administrations, as well as in everybody, regardless of its basic law, in light of respect for the rights and freedoms guaranteed under the Constitution, especially individual and collective freedom to work.

Article 6: All wage-earners and employees may, without any discrimination, freely and willingly join a single trade union organization of their choice within the framework of their profession. They may also withdraw from the trade union organization of which they are members following the procedures specified in its basic law.

Article 7: Employers must respect the equality principle when dealing with union organizations of workers.

In particular, he must refrain from any interference in the functioning of the leadership and/or management bodies of trade union organizations and on the occasion of professional elections to which these trade union organizations are concerned under the law.