



MORAVIAN BUSINESS COLLEGE OLOMOUC

CODE OF ETHICS OF THE MORAVIAN BUSINESS COLLEGE OLOMOUC

Version: 6

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Process Supervisor: Statutory Director
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Approved by: **RNDr. Josef Tesařík**, Statutory Director

	Code of Ethics of the Moravian Business College Olomouc	ATTENTION! The copy provided is an unedited document.
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PREAMBLE

Moravian Business College Olomouc, (hereinafter “MVSO”), is aware of its social responsibility, the importance of education, research, development and expert activities for the development of society, and the necessity of adhering to high moral, professional, and academic standards.

To this end, it issues this Code of Ethics (hereinafter referred to as the “Code”), which establishes a unified framework of values, ethics, and professional conduct for all members of the academic community, employees, students, and collaborators of MVSO. The Code unifies the principles of academic ethics, research integrity, publication ethics, pedagogical relationships, data protection, expert activities, and human resources management.

Article 1

Foundations, Scope, and Definition of Terms

1. This Code sets forth principles based on shared values, and adherence to these principles is a fundamental requirement of MVSO’s leadership for all employees, students, and partners of the school.
2. The shared values are based primarily on:
 - a) the institution’s mission as formulated by its founder in the MVSO mission and vision statements,
 - b) value frameworks rooted in the cultural environment and principles of multicultural openness,
 - c) the traditions, dignity, and freedom of the academic environment combined with innovative approaches,
 - d) flexibility and social responsibility of the business environment, as well as adherence to the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers,
 - e) the principles of sustainable development, responsible science, and corporate social responsibility (CSR).
3. The Code is binding on:
 - a) academic staff of MVSO,
 - b) scientific and research staff,
 - c) students involved in teaching, scientific, or research activities,
 - d) other MVSO employees,
 - e) external collaborators and experts, provided they participate in MVSO activities.
4. The terms used to refer to persons and positions in this Code are gender-neutral, in accordance with MVSO’s commitments under the Gender Equality Plan (GEP).
5. The provisions of this Code are fully consistent with the applicable legislation of the Czech Republic, particularly in the areas of labour law, personal data protection, intellectual property protection, and academic freedom, as well as with MVSO’s internal regulations.

Article 2

Basic Principles of the Code of Ethics

The following principles are the cornerstones of the MVSO Code of Ethics:

- a) **Students are partners**—we maintain fair, just, respectful, and empathetic relationships.
- b) **Students’ successes are also the school’s successes**—we support their individual development, critical thinking, and professional growth.
- c) **Science and research are a space for original invention and creativity**, but also for responsibility, transparency, and integrity.

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- d) **Through our activities, we fulfil MVSO's mission and commitment to excellence in education,** research, and social engagement.
- e) **We always represent not only ourselves, but also our department and the entire university.**

Upholding these principles is in accordance with legal regulations and MVSO's internal governing documents.

Article 3

Ethics Committee

1. The Ethics Committee is the supervisory and initiating body of the MVSO's statutory director in the area of ethics.
2. The Ethics Committee promotes and monitors compliance with this Code in all of the school's activities.
3. The Ethics Committee has three members. The members of the Ethics Committee and its chairperson are appointed and removed by the MVSO's statutory director.
4. Members of the Ethics Committee may include academic staff, researchers, other MVSO employees, or external experts.
5. The Ethics Committee primarily addresses:
 - a) violations of the Code of Ethics in the areas of teaching, scholarship, research, expert activities, and human resources,
 - b) instances of discrimination, bullying, mobbing, bossing, or sexual harassment,
 - c) ethically sensitive cases involving research and data handling.
6. In specific ethically sensitive cases, the Ethics Committee, at the request of academic staff or students, evaluates the proposed research and determines and subsequently approves whether the research may be conducted.
7. Every employee and student of MVSO has the right to file a complaint requesting an investigation into a violation of this Code. The complaint is filed orally or in writing with the chair of the Ethics Committee, who will ensure that it is reviewed within 30 days.
8. The Ethics Committee informs the complainant of the status of the review, but not of its outcome.
9. The minutes of the Ethics Committee's meetings are confidential and are made available to the Executive Director, the Human Resources Manager, and the members of the Committee. The minutes of the hearing regarding the violation are filed in the personnel file of the employee concerned.

Article 4

Teaching Ethics and Relationships with Students

1. Students are equal partners in the academic process.
2. MVSO staff treat students with kindness, fairness, empathy, and respect. They communicate objectively and openly, without humiliating or belittling them.
3. Any form of discrimination, unequal treatment, bullying, or sexual harassment is unacceptable.
4. Academic staff responsibly deliver instruction, are available to students for consultations, evaluate their performance fairly, and never take credit for students' work.
5. Academic staff evaluate students impartially and vouch for the results of their education with their professional integrity.
6. MVSO instructors guide students toward independent critical thinking and the application of ethical principles in professional practice.
7. Special attention is given to supporting individuals with specific needs and ensuring their full participation in academic life.

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Article 5

Research Ethics and Data Handling Principles

1. Development and research activities are conducted in such a way that they do not endanger individuals, society, cultural values, or the environment, and that they contribute to the advancement of knowledge.
2. Research is conducted transparently, in a manner that allows for the verifiability and reproducibility of results.
3. It is unacceptable to fabricate, falsify, or distort data, to withhold relevant results, or to manipulate research conclusions.
4. Raw data and research documentation are retained for a reasonable period of time.
5. When working with data, legal regulations regarding the protection of personal data, confidential information, and trade secrets (including the GDPR) are observed.
6. In specific ethically sensitive cases, a faculty member or student is required to seek approval for the research from the Ethics Committee, particularly if:
 - a) it is required by law or an international treaty,
 - b) it is required by a grant provider or publisher,
 - c) the research involves vulnerable individuals or sensitive personal data.

Article 6

Publication Ethics and Authorship

1. Claiming others' ideas, texts, or data as one's own without proper citation is considered a serious violation of this Code.
2. Only a person who has contributed to the work in a creative and professional manner may be listed as an author or co-author.
3. A leadership or managerial position does not, in and of itself, confer the right to authorship.
4. Authors are responsible for the accuracy, completeness, and objective interpretation of published results and shall ensure that any errors are corrected if discovered.
5. MVSO does not support unethical publication practices or publication in so-called predatory journals.

Article 7

Ethics of Expert and Assessment Activities

1. In the course of their expert, advisory, and assessment activities, MVSO staff shall act impartially, independently, and based on professional expertise.
2. An employee may not accept an assignment that would bind them to predetermined or unprofessional conclusions.
3. Information obtained in the course of expert or assessment activities is considered confidential and must not be misused.
4. In the event of a conflict of interest, an employee is required to recuse themselves from the activity.

Article 8

Ethics in Human Resources and Labor Relations

1. Any form of discrimination, harassment, mobbing, or bossing is prohibited in human resources practices at MVSO.
2. The recruitment and selection of employees is conducted transparently, with an emphasis on professional competence, equal treatment, and respect for the personal rights of applicants.
3. Regular training for employees in the areas of academic ethics and responsibility is part of MVSO's internal training system.

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Article 9

Representing the University, Responsibility, and Reporting Violations

1. Through their conduct, MVSO staff members always represent not only themselves but also their department and the entire university, and they take care to protect the good reputation of MVSO.
2. Every MVSO staff member engages in ongoing professional development, enhances their qualifications, and subjects the results of their work to critical professional reflection. They are open to objective and respectful professional discussion.
3. Every MVSO staff member and student is obligated to prevent conflicts of interest. If a conflict arises between a personal interest and the interests of MVSO or the objectivity of research, this fact must be reported immediately to a supervisor.
4. Every member of the academic community has the right and responsibility to report violations of this Code.
5. MVSO ensures that individuals who, in good faith, report suspected unethical conduct are protected from any reprisal.

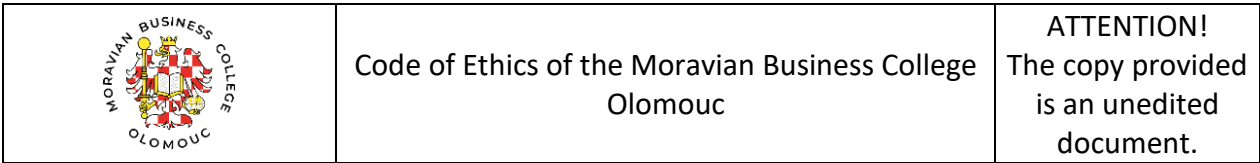
Article 10

Final Provisions

1. This Code of Ethics shall enter into force on the date of signature.
2. This Code of Ethics shall take effect on

Olomouc,

Statutory Director of MVSO



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