

Appendix No. 1
to the Order of the Head
of Doctoral School
No. 4/2023 of 29 September 2023

Doctoral School of the Maria Grzegorzewska University

CODE OF GOOD SUPERVISOR PRACTICES

This document presents a set of basic good practices in the exercise of scientific care by Supervisors and the formation of attitudes and skills of future scientists. These guidelines are intended to help improve the care of Doctoral Students.

Bearing in mind that the main task of the Supervisor is to provide the Doctoral Student with good scientific support in his/her research work and integration into the academic community, the following practices should be observed in the relationship between the Supervisor and the Doctoral Student:

- [1] In dealing with the Doctoral Student, the Supervisor observes the ethos of academic work. It is the Supervisor who bears the primary responsibility for ensuring that the scientific supervision is exercised in an objective and professional manner.
- [2] A good relationship between the Supervisor and a Doctoral Student means mutual respect for each other's academic and personal integrity and mutual trust. It also means refraining from any actions or statements that may be perceived as offensive.
- [3] Communication between the Supervisor and the Doctoral Student should be open and friendly. However, it should not be forgotten that it is based on formal, academic and personal authority.
- [4] The Supervisor is familiar with the terms and conditions of training of Doctoral Students at the Doctoral School of the Maria Grzegorzewska University. Therefore, he/she is aware that the obligations of the Supervisor include not only substantive supervision, but also relate to the formal requirements set forth in the regulations of the Doctoral School affecting the implementation of the training of Doctoral Students.
- [5] The Supervisor maintains constant and regular contact with the Doctoral Student as agreed upon by both parties at the beginning of the cooperation.
- [6] The Supervisor diligently performs his/her duties and, in particular, makes efforts to ensure that the research conducted by the Doctoral Student meets all the requirements for scientific research.

- [7] The Supervisor understands and accepts his/her responsibility for all activities of the Doctoral Student related to affiliation with the M. Grzegorzewska University, including, but not limited to, scholarly publications, conference and other public appearances, applications for internships, grants, fellowships, awards, reports, and other documents related to education at the Doctoral School of the University.
- [8] The Supervisor supports the Doctoral Student in his/her scientific development and realization of research intentions, and encourages active participation in academic life, by, among other things, undertaking joint scientific ventures, encouraging involvement in the scientific life of the scientific unit (i.e. institute, department, faculty), pointing out opportunities for scientific cooperation with other domestic as well as foreign centers, assisting in the selection of conferences, submission of grant applications, publications for printing.
- [9] Issues of authorship, copyright and ownership of data or other research results must be clearly discussed between the Supervisor and the Doctoral Student. In the case of joint publications by the Doctoral Student and the Supervisor within the framework of a joint research project, the principles of cooperation, authorship and order of authors should be established early in the research process.
- [10] Academic knowledge and authority must not be used for academic or personal gain.
- [11] The Supervisor should be open-minded and sensitive to any personal life circumstances of the Doctoral Student that may be relevant to the scientific collaboration.
- [12] The Supervisor - Doctoral Student collaboration provides a potential learning arena for identifying ethical problems and solving them in an ethically sustainable manner. In particularly difficult cases, both the Supervisor and the Doctoral Student should seek help and support from the Head of the Doctoral School or another mediator.

The principles and good practices outlined apply equally to Supervisors and Assistant Supervisors.

The above set of principles and good practices is not a closed set. However, it is neither possible nor necessary to provide a complete list of them.

In cases of doubt, the primacy is given to the basic principles of ethics, formed in our cultural circle, recognized as natural and universally applicable.