



7A-3

## POLICY ON AUTHORSHIP AND RESEARCH INTEGRITY

**Responsible Executive:** Gary K. Ostrander, Vice President for Research

**Approving Official:** Gary K. Ostrander, Vice President for Research

**Effective Date:** Example – January 1, 2016

**Revision History:**

### I. INTRODUCTION

Because of the complexity of identifying authors of research reports and importance of ensuring scholarly integrity and the responsible reporting of research, an Authorship & Research Integrity Policy has been created to provide basic guidelines for authorship assignments and a means to resolve disputes that may arise.

### II. POLICY

#### Authorship

Authorship should be discussed at the beginning of a project with respect to roles, expectations, and performance of each participant in relation to authorship on potential publications arising from the work. Communication is important to maintain or revise understandings should roles change or the nature of the work requires additional expertise as it progresses. A common policy for qualification for authorship within a research group or department, consistent with disciplinary codes and practices of the larger ethical frameworks of their professional organizations, should be established and adhered to for fairness and consistency to avoid misunderstandings. Generally, those individuals that make substantial contributions to the conceptualization, experimental design, troubleshooting, execution, analysis or interpretation of the results of the research should be listed as authors. Those making small contributions in these areas or those that provided helpful materials or reagents should instead be acknowledged. The order of authorship should be a matter of discussion and agreement within the research group. Generally, the lead author will be that individual making the greatest contribution to the work and will take responsibility for obligations related to management of the manuscript, its preparation, and often as corresponding author. In cases where there is a dispute in authorship, it is expected that the matter will be resolved within the research group if at all possible. Should that fail to resolve the matter, input from one or more senior individual(s) not in the research group can be solicited to aid in resolution of the dispute. Should further mediation be required, the department chair or Dean will work to reach a fair resolution and, if necessary, reach a final decision.



### **Research Integrity**

The lead author is responsible for the integrity of the work as a whole, and ensuring that reasonable care and effort has been taken to determine that all the data are complete, accurate, and reasonably interpreted. Furthermore, each co-author is responsible for the content of all appropriate portions of the manuscript, including the integrity of any applicable research.

### **Unacceptable Authorship**

Guest, gift, and ghost authorship are all inconsistent with the definition of authorship, and are unacceptable and a violation of this policy. Guest (honorary, courtesy, or prestige) authorship is defined as granting authorship out of appreciation or respect for an individual, or in the belief that expert standing of the guest will increase the likelihood of publication, credibility or status of the work. Gift authorship is credit, offered from a sense of obligation, tribute or dependence, within the context of an anticipated benefit, to an individual who has not contributed to the work.

### **Research Funding**

All authors, in manuscripts submitted for review and publication, must acknowledge/disclose the source(s) of support for the work. Support includes research and educational grants, salary or other support, contracts, gifts, and departmental, institutional and hospital support.

### **Financial Conflicts of Interest**

Authors shall fully disclose, in all manuscripts to journals, grant applications, and at professional meetings, all relevant financial interests that could be viewed as a potential conflict of interest or as required by the university and/or journal. All such financial interests must also be reported internally as required by the university's conflict of interest policies.

## **III. LEGAL SUPPORT, JUSTIFICATION, AND REVIEW OF THIS POLICY**

Florida Statute 1004.22

This policy will be reviewed periodically and updated when necessary.

[Click here to enter a date.](#)

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Signature of Approving Authority

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Final Review Date