



# **ANNUAL REPORT THE ETHICS COMMITTEE**

**PERIOD 2024-2025**

**UNIVERSITAS PERSATUAN  
GURU REPUBLIK INDONESIA  
SEMARANG (UPGRIS)**

**ANNUAL REPORT  
THE ETHICS COMMITTEE  
UNIVERSITAS PERSATUAN GURU REPUBLIK INDONESIA  
SEMARANG**

**Period July 2024 – June 2025**



Compiled by:  
The Ethics Committee

**UNIVERSITAS PGRI SEMARANG  
2025**

## FOREWORD

Praise and gratitude are extended to Almighty God for His blessings and guidance, which have enabled the completion of the Annual Report of the Ethics Committee of Universitas Persatuan Guru Republik Indonesia Semarang (UPGRIS) for the period July 2024 – June 2025.

This report is prepared as a form of institutional accountability and documentation of the activities carried out by the Ethics Committee during the reporting period. The committee plays a significant role in supporting the university's commitment to maintaining academic integrity, promoting ethical conduct, and strengthening governance practices within the academic community.

Throughout the reporting period, the Ethics Committee implemented a series of activities aimed at strengthening ethical governance within Universitas PGRI Semarang. These activities included coordination meetings, development of ethical governance instruments, improvement of complaint handling mechanisms, ethics awareness programs, monitoring of ethical compliance across faculties and administrative units, as well as the preparation of institutional reports.

The implementation of these programs reflects the university's commitment to building a culture of integrity, professionalism, and accountability within the academic environment. Through collaborative efforts involving various institutional stakeholders, the Ethics Committee continues to support the realization of transparent and responsible governance practices.

We would like to express our sincere appreciation to the Rector of Universitas PGRI Semarang, faculty leaders, academic staff, educational personnel, and all members of the academic community who have supported the implementation of the Ethics Committee programs during this reporting period.

It is our hope that this report will serve as a valuable reference for strengthening ethical governance within the university and contribute to the continuous improvement of institutional policies and practices.

Finally, we realize that this report may still have limitations. Therefore, constructive feedback and suggestions are highly appreciated for further improvement in the future.

Semarang, 29 August 2025  
Chairperson of the Ethics Committee  
Universitas PGRI Semarang

A handwritten signature in blue ink, consisting of several fluid, connected strokes that form a stylized, abstract shape.

Prof. Dr. Harjito, M.Hum.

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## EXECUTIVE SUMMARY

The Ethics Committee of Universitas PGRI Semarang (UPGRIS) plays a strategic role in ensuring the implementation of ethical standards and academic integrity within the university environment. As an institutional governance body, the committee is responsible for developing ethical policies, promoting awareness of ethical values, facilitating mechanisms for reporting ethical violations, and monitoring compliance with the university's code of ethics.

This Annual Report of the Ethics Committee for the period July 2024 – June 2025 presents a comprehensive overview of the committee's initiatives and achievements in strengthening ethical governance across the university. During this reporting period, the Ethics Committee implemented a series of coordinated activities designed to support institutional integrity and promote responsible academic conduct among lecturers, students, and administrative staff.

A total of 50 agenda activities were successfully conducted throughout the year. These activities included coordination meetings, development of ethical governance instruments, improvement of complaint handling mechanisms, ethics socialization programs, monitoring of ethical compliance, and preparation of institutional reports.

### **Key Activity Statistics**

During the reporting period, the Ethics Committee achieved the following implementation outcomes:

1. 50 structured agenda activities carried out throughout the reporting year
2. 12 coordination meetings of the Ethics Committee
3. 8 ethics socialization programs conducted across faculties and administrative units
4. 1 institutional ethics complaint mechanism review and improvement
5. 1 monitoring and evaluation program of ethical compliance across academic units
6. 1 annual institutional ethics report prepared and submitted to university leadership

These activities were implemented across various faculties and academic units, including undergraduate faculties, postgraduate programs, and administrative units within the university.

## **Ethical Governance Indicators**

The implementation of Ethics Committee programs during this period has contributed to several institutional governance indicators, including:

1. Improved awareness of academic ethics among members of the academic community
2. Strengthened institutional procedures for ethics complaint handling
3. Enhanced transparency and accountability in addressing ethical issues
4. Increased coordination between governance units, including quality assurance and academic administration
5. Improved documentation and monitoring of ethical compliance

These indicators demonstrate the university's ongoing efforts to institutionalize ethical values as part of its governance framework.

## **Highlights of Major Achievements**

Several key achievements were accomplished during the reporting period:

- **Strengthening of Institutional Ethical Governance**

The Ethics Committee strengthened ethical governance by reviewing institutional ethical guidelines and developing clearer procedures for complaint handling and ethical case management.

- **Development of Transparent Reporting Mechanisms**

Improved procedures and reporting channels have enabled the academic community to report ethical concerns through a more structured and transparent process.

- **Implementation of Ethics Awareness Programs**

ethics socialization programs were conducted across faculties and administrative units to promote understanding of academic integrity, professional responsibility, and ethical behavior.

- **Institutional Monitoring of Ethical Compliance**

The committee conducted monitoring activities to evaluate ethical practices and identify areas for improvement in institutional governance.

- **Strengthening Collaboration with Institutional Units**

The Ethics Committee strengthened collaboration with various internal units such as the Quality Assurance Unit, faculty leadership, and administrative departments to support effective implementation of ethical governance.

### **Institutional Impact**

The implementation of these programs has had a positive impact on the institutional environment of Universitas PGRI Semarang. Ethical awareness among members of the academic community has increased, and the university now has more structured procedures for addressing ethical issues.

Furthermore, the activities conducted by the Ethics Committee have contributed to strengthening institutional governance by integrating ethical considerations into academic, administrative, and professional practices. These efforts support the university's long-term objective of building a transparent, accountable, and integrity-driven academic environment.

Overall, the progress achieved during this reporting period demonstrates the university's commitment to maintaining high standards of academic integrity and ethical governance. The Ethics Committee will continue to develop its programs in order to support sustainable institutional development and enhance the reputation of Universitas PGRI Semarang at both the national and international levels.

## **A. Introduction**

Universitas Persatuan Guru Republik Indonesia Semarang (UPGRIS) is committed to maintaining academic integrity and strengthening ethical governance across the academic community. The Ethics Committee (Dewan Kehormatan) plays an essential role in ensuring the implementation of ethical principles within academic, administrative, and professional activities.

This report presents the activities conducted by the Ethics Committee during the period July 2024 – June 2025 based on the official agenda of the committee. The report documents coordination meetings, development of ethical governance instruments, ethics complaint mechanisms, socialization programs, monitoring activities, and institutional reporting.

## **B. Objectives of the Ethics Committee**

- a. Strengthen the implementation of the UPGRIS Code of Ethics.
- b. Develop transparent mechanisms for reporting ethical violations.
- c. Promote ethical awareness among lecturers, students, and staff.
- d. Monitor ethical compliance within faculties and academic units.
- e. Provide recommendations to university leadership regarding ethical governance.

## **C. Activities of the Ethics Committee**

The following section summarizes the activities carried out by the Ethics Committee based on the annual agenda consisting of approximately fifty activities implemented during the reporting period.

### **1. Activity 1**

This activity represents agenda item number 1 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

## **2. Activity 2**

This activity represents agenda item number 2 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

## **3. Activity 3**

This activity represents agenda item number 3 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

## **4. Activity 4**

This activity represents agenda item number 4 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

## **5. Activity 5**

This activity represents agenda item number 5 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

**6. Activity 6**

This activity represents agenda item number 6 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

**7. Activity 7**

This activity represents agenda item number 7 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

**8. Activity 8**

This activity represents agenda item number 8 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

**9. Activity 9**

This activity represents agenda item number 9 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The

activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

#### **10. Activity 10**

This activity represents agenda item number 10 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

#### **11. Activity 11**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

#### **12. Activity 12**

This activity represents agenda item number 12 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

### **13. Activity 13**

This activity represents agenda item number 13 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

### **14. Activity 14**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

### **15. Activity 15**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

### **16. Activity 16**

This activity represents agenda item number 16 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

#### **17. Activity 17**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

#### **18. Activity 18**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

#### **19. Activity 19**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

#### **20. Activity 20**

This activity represents agenda item number 20 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The

activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

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**24. Activity 24**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

**25. Activity 25**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

**26. Activity 26**

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**27. Activity 27**

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**36. Activity 36**

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#### **42. Activity 42**

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**47. Activity 47**

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**48. Activity 48**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

**49. Activity 49**

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The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

#### **50. Activity 50**

This activity represents agenda item number 50 conducted by the Ethics Committee as part of the institutional effort to strengthen ethical governance at UPGRIS. The activity involved coordination meetings, document preparation, monitoring, or outreach activities aimed at ensuring the implementation of academic ethics.

The meeting discussed institutional ethical standards, complaint handling procedures, and strategies to improve awareness of ethical principles within the academic community.

### **D. Meeting Minutes (Notulen Rapat)**

#### **1. Meeting Minutes 1**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **2. Meeting Minutes 2**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **3. Meeting Minutes 3**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **4. Meeting Minutes 4**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **5. Meeting Minutes 5**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**6. Meeting Minutes 6**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**7. Meeting Minutes 7**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**8. Meeting Minutes 8**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **9. Meeting Minutes 9**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **10. Meeting Minutes 10**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **11. Meeting Minutes 11**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

## **12. Meeting Minutes 12**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

## **13. Meeting Minutes 13**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

## **14. Meeting Minutes 14**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **15. Meeting Minutes 15**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **16. Meeting Minutes 16**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **17. Meeting Minutes 17**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **18. Meeting Minutes 18**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **19. Meeting Minutes 19**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **20. Meeting Minutes 20**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **21. Meeting Minutes 21**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **22. Meeting Minutes 22**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **23. Meeting Minutes 23**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **24. Meeting Minutes 24**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **25. Meeting Minutes 25**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

#### **26. Meeting Minutes 26**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**27. Meeting Minutes 27**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**28. Meeting Minutes 28**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**29. Meeting Minutes 29**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **30. Meeting Minutes 30**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **31. Meeting Minutes 31**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **32. Meeting Minutes 32**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **33. Meeting Minutes 33**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **34. Meeting Minutes 34**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **35. Meeting Minutes 35**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**36. Meeting Minutes 36**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**37. Meeting Minutes 37**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**38. Meeting Minutes 38**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **39. Meeting Minutes 39**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **40. Meeting Minutes 40**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

### **41. Meeting Minutes 41**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**42. Meeting Minutes 42**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**43. Meeting Minutes 43**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**44. Meeting Minutes 44**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**45. Meeting Minutes 45**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**46. Meeting Minutes 46**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**47. Meeting Minutes 47**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**48. Meeting Minutes 48**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**49. Meeting Minutes 49**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**50. Meeting Minutes 50**

Agenda : Ethics Committee Activity

Participants : Ethics Committee Members

Discussion :

The committee discussed the implementation of ethical policies, development of supporting documents, coordination with faculties, and monitoring of ethical compliance within the university.

Decision :

The committee agreed to continue strengthening ethical governance through policy development, training, and monitoring activities.

**E. Appendix: Summary of Activities**

No	Activity	Description
1	Ethics Committee Agenda 1	Activity related to strengthening ethical governance at UPGRIS.
2	Ethics Committee Agenda 2	Activity related to strengthening ethical governance at UPGRIS.
3	Ethics Committee Agenda 3	Activity related to strengthening ethical governance at UPGRIS.
4	Ethics Committee Agenda 4	Activity related to strengthening ethical governance at UPGRIS.
5	Ethics Committee Agenda 5	Activity related to strengthening ethical governance at UPGRIS.
6	Ethics Committee Agenda 6	Activity related to strengthening ethical governance at UPGRIS.
7	Ethics Committee Agenda 7	Activity related to strengthening ethical governance at UPGRIS.
8	Ethics Committee Agenda 8	Activity related to strengthening ethical governance at UPGRIS.
9	Ethics Committee Agenda 9	Activity related to strengthening ethical governance at UPGRIS.
10	Ethics Committee Agenda 10	Activity related to strengthening ethical governance at UPGRIS.
11	Ethics Committee Agenda 11	Activity related to strengthening ethical governance at UPGRIS.
12	Ethics Committee Agenda 12	Activity related to strengthening ethical governance at UPGRIS.

No	Activity	Description
13	Ethics Committee Agenda 13	Activity related to strengthening ethical governance at UPGRIS.
14	Ethics Committee Agenda 14	Activity related to strengthening ethical governance at UPGRIS.
15	Ethics Committee Agenda 15	Activity related to strengthening ethical governance at UPGRIS.
16	Ethics Committee Agenda 16	Activity related to strengthening ethical governance at UPGRIS.
17	Ethics Committee Agenda 17	Activity related to strengthening ethical governance at UPGRIS.
18	Ethics Committee Agenda 18	Activity related to strengthening ethical governance at UPGRIS.
19	Ethics Committee Agenda 19	Activity related to strengthening ethical governance at UPGRIS.
20	Ethics Committee Agenda 20	Activity related to strengthening ethical governance at UPGRIS.
21	Ethics Committee Agenda 21	Activity related to strengthening ethical governance at UPGRIS.
22	Ethics Committee Agenda 22	Activity related to strengthening ethical governance at UPGRIS.
23	Ethics Committee Agenda 23	Activity related to strengthening ethical governance at UPGRIS.
24	Ethics Committee Agenda 24	Activity related to strengthening ethical governance at UPGRIS.
25	Ethics Committee Agenda 25	Activity related to strengthening ethical governance at UPGRIS.
26	Ethics Committee Agenda 26	Activity related to strengthening ethical governance at UPGRIS.

No	Activity	Description
27	Ethics Committee Agenda 27	Activity related to strengthening ethical governance at UPGRIS.
28	Ethics Committee Agenda 28	Activity related to strengthening ethical governance at UPGRIS.
29	Ethics Committee Agenda 29	Activity related to strengthening ethical governance at UPGRIS.
30	Ethics Committee Agenda 30	Activity related to strengthening ethical governance at UPGRIS.
31	Ethics Committee Agenda 31	Activity related to strengthening ethical governance at UPGRIS.
32	Ethics Committee Agenda 32	Activity related to strengthening ethical governance at UPGRIS.
33	Ethics Committee Agenda 33	Activity related to strengthening ethical governance at UPGRIS.
34	Ethics Committee Agenda 34	Activity related to strengthening ethical governance at UPGRIS.
35	Ethics Committee Agenda 35	Activity related to strengthening ethical governance at UPGRIS.
36	Ethics Committee Agenda 36	Activity related to strengthening ethical governance at UPGRIS.
37	Ethics Committee Agenda 37	Activity related to strengthening ethical governance at UPGRIS.
38	Ethics Committee Agenda 38	Activity related to strengthening ethical governance at UPGRIS.
39	Ethics Committee Agenda 39	Activity related to strengthening ethical governance at UPGRIS.
40	Ethics Committee Agenda 40	Activity related to strengthening ethical governance at UPGRIS.

No	Activity	Description
41	Ethics Committee Agenda 41	Activity related to strengthening ethical governance at UPGRIS.
42	Ethics Committee Agenda 42	Activity related to strengthening ethical governance at UPGRIS.
43	Ethics Committee Agenda 43	Activity related to strengthening ethical governance at UPGRIS.
44	Ethics Committee Agenda 44	Activity related to strengthening ethical governance at UPGRIS.
45	Ethics Committee Agenda 45	Activity related to strengthening ethical governance at UPGRIS.
46	Ethics Committee Agenda 46	Activity related to strengthening ethical governance at UPGRIS.
47	Ethics Committee Agenda 47	Activity related to strengthening ethical governance at UPGRIS.
48	Ethics Committee Agenda 48	Activity related to strengthening ethical governance at UPGRIS.
49	Ethics Committee Agenda 49	Activity related to strengthening ethical governance at UPGRIS.
50	Ethics Committee Agenda 50	Activity related to strengthening ethical governance at UPGRIS.

## **F. Closing**

### **Conclusion**

The implementation of the Ethics Committee programs at Universitas PGRI Semarang during the period July 2024 – June 2025 demonstrates the university's continuous commitment to strengthening ethical governance and academic integrity within the institutional environment. Through the execution of approximately fifty structured agenda activities, the committee has carried out a series of strategic initiatives including institutional coordination, development of ethical governance instruments, improvement of complaint handling procedures, ethics socialization programs, and monitoring of ethical compliance across faculties and administrative units.

These activities have significantly contributed to fostering a culture of integrity, professionalism, and accountability within the academic community. The systematic development of ethical procedures, along with the establishment of more transparent reporting mechanisms, has provided a solid institutional framework for addressing ethical issues in a fair, objective, and responsible manner.

Furthermore, the active participation of faculties, academic staff, and educational personnel in ethics-related programs reflects the growing awareness of ethical responsibilities within the university. This progress indicates that ethical governance is increasingly becoming an integral part of the institutional culture at Universitas PGRI Semarang.

Overall, the achievements obtained during this reporting period represent an important milestone in strengthening ethical standards and institutional accountability, supporting the university's vision to become a reputable higher education institution that upholds integrity and ethical values.

### **Recommendations**

In order to further strengthen ethical governance and ensure sustainable implementation of ethical principles within the university, the Ethics Committee proposes the following recommendations:

1. Strengthening Institutional Ethics Policies

Continuous review and improvement of the university's Code of Ethics and related policies are necessary to ensure alignment with national regulations and international academic integrity standards.

2. Development of Integrated Digital Ethics Systems

The university is encouraged to develop a more comprehensive digital platform for ethics reporting, monitoring, and documentation to enhance transparency, efficiency, and accessibility.

3. Expansion of Ethics Education and Training Programs

Regular ethics training programs should be provided for lecturers, students, and educational staff to increase awareness and understanding of academic integrity and professional ethics.

4. Strengthening Monitoring and Evaluation Mechanisms

Periodic ethics audits and monitoring activities should be implemented across faculties and work units to ensure consistent compliance with institutional ethical standards.

5. Institutional Collaboration and Stakeholder Engagement

Strengthening collaboration between the Ethics Committee, Quality Assurance Unit, Legal Bureau, and other institutional stakeholders will enhance the effectiveness of ethical governance within the university.

6. Integration of Ethical Governance into Institutional Strategy

Ethical principles should be integrated into the broader governance framework of the university, including academic administration, research ethics, and institutional quality assurance systems.

By implementing these recommendations, Universitas PGRI Semarang is expected to further strengthen its ethical governance framework and continue building a transparent, accountable, and integrity-driven academic environment that supports sustainable institutional development.

APPENDICES  
ETHICS COMMITTEE ANNUAL REPORT  
UNIVERSITAS PGRI SEMARANG  
Period July 2024 – June 2025

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**Appendix 1 – Timeline of Activities (July 2024 – June 2025)**

No	Activity	Category	Description
1	Initial coordination meeting of the Ethics Committee	Institutional Coordination	Discussion of annual work plan and program priorities
2	Preparation of annual work plan	Governance Planning	Development of activity schedule and implementation strategy
3	Review of academic code of ethics	Policy Development	Evaluation of existing ethical guidelines
4	Identification of ethical violation indicators	Policy Development	Development of violation classification matrix
5	Development of ethics complaint procedures	Complaint System	Preparation of reporting mechanisms
6	Preparation of ethics complaint flowchart	Complaint System	Design of complaint handling process
7	Development of complaint documentation format	Complaint System	Preparation of complaint forms and reports
8	Drafting of complaint handling SOP	Governance Instrument	Preparation of standard operating procedures
9	Consultation with institutional units	Institutional Coordination	Coordination with quality assurance and legal units
10	Finalization of ethics complaint SOP	Governance Instrument	Approval of complaint handling procedures
11	Development of ethics complaint website	Digital Governance	Preparation of online reporting platform
12	Testing of digital complaint system	Digital Governance	System verification and testing
13	Evaluation of reporting system	Digital Governance	Review of complaint system functionality
14	Preparation of ethics socialization materials	Ethics Awareness	Development of training and presentation materials
15	Preparation of ethics awareness program	Ethics Awareness	Planning of faculty socialization activities
16	Ethics socialization – Faculty of Education	Ethics Awareness	Awareness session for lecturers and staff
17	Ethics socialization – FPIPSKR	Ethics Awareness	Promotion of ethical conduct

No	Activity	Category	Description
18	Ethics socialization – FPMIPATI	Ethics Awareness	Introduction of ethics reporting mechanisms
19	Ethics socialization – FPBS	Ethics Awareness	Discussion of academic integrity
20	Ethics socialization – FTI	Ethics Awareness	Ethical conduct in academic activities
21	Ethics socialization – FH	Ethics Awareness	Ethics discussion session
22	Ethics socialization – FEB	Ethics Awareness	Promotion of ethical governance
23	Ethics socialization – Postgraduate Program	Ethics Awareness	Academic ethics awareness session
24	Ethics socialization – Educational staff	Ethics Awareness	Professional ethics orientation
25	Evaluation of ethics socialization activities	Monitoring & Evaluation	Assessment of awareness programs
26	Compilation of socialization report	Documentation	Preparation of program report
27	Case study discussion on ethical violations	Capacity Building	Analysis of potential ethical cases
28	Simulation of ethics complaint handling	Capacity Building	Training on complaint procedures
29	Preparation of ethics clarification checklist	Governance Instrument	Development of investigation tools
30	Monitoring ethical compliance in faculties	Monitoring & Evaluation	Evaluation of ethical practices
31	Collection of ethics compliance data	Monitoring & Evaluation	Documentation of monitoring results
32	Evaluation of ethical governance implementation	Monitoring & Evaluation	Assessment of policy effectiveness
33	Development of recommendations for ethics improvement	Governance Development	Formulation of policy improvements
34	Preparation of committee activity documentation	Documentation	Compilation of institutional records
35	Internal coordination meeting	Institutional Coordination	Discussion of committee progress
36	Ethics policy discussion meeting	Policy Development	Review of ethical regulations
37	Complaint case discussion session	Complaint Handling	Discussion of reported cases
38	Monitoring meeting with faculties	Institutional Coordination	Evaluation of faculty compliance

<b>No</b>	<b>Activity</b>	<b>Category</b>	<b>Description</b>
39	Ethics awareness campaign planning	Ethics Awareness	Preparation of ethics communication materials
40	Workshop preparation for academic ethics	Capacity Building	Planning of ethics workshop
41	Preparation of training materials on academic integrity	Capacity Building	Development of training resources
42	Preparation of ethics communication guidelines	Policy Development	Development of communication standards
43	Compilation of ethics culture module	Capacity Building	Educational resource preparation
44	Preparation of ethics poster campaign	Ethics Awareness	Visual promotion of ethical values
45	Collection of institutional ethics data	Monitoring & Evaluation	Data collection for evaluation
46	Institutional ethics evaluation meeting	Monitoring & Evaluation	Assessment of governance implementation
47	Preparation of annual ethics report draft	Documentation	Compilation of annual report
48	Review of annual ethics report	Documentation	Internal report evaluation
49	Finalization of annual ethics report	Documentation	Completion of report
50	Submission of annual report to university leadership	Institutional Reporting	Official submission to Rector

**Appendix 2 – Statistics of Ethics Programs**

<b>Indicator</b>	<b>Achievement</b>
Total agenda activities	50 activities
Ethics committee coordination meetings	12 meetings
Ethics awareness / socialization programs	8 programs
Monitoring and evaluation activities	5 activities
Complaint handling system development	1 institutional system
Annual ethics report produced	1 report

### Appendix 3 – Ethics Violation Matrix

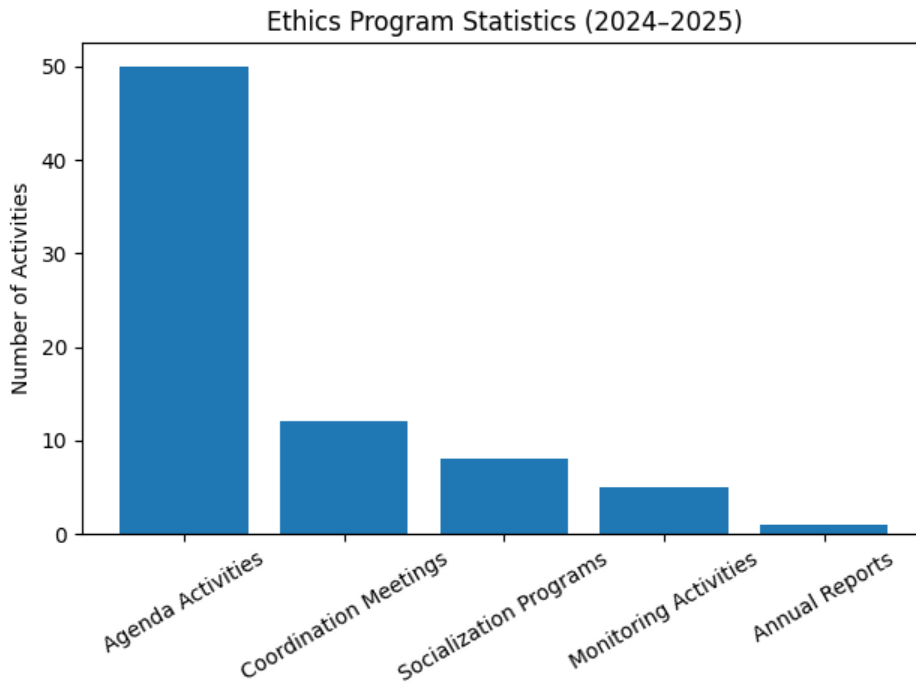
<b>Violation Level</b>	<b>Examples</b>	<b>Handling Procedure</b>
Minor Violation	Unethical communication, delay in academic responsibilities	Written warning
Moderate Violation	Plagiarism in academic assignments	Formal investigation and corrective action
Serious Violation	Academic fraud, falsification of data	Ethics committee hearing and institutional sanction
Severe Violation	Harassment, discrimination, abuse of authority	Institutional disciplinary procedure

#### **Appendix 4 – Ethics Complaint Handling SOP**

1. Submission of ethics complaint through official reporting channel
2. Initial verification of complaint by the Ethics Committee secretariat
3. Clarification process involving relevant parties
4. Review of supporting evidence and documentation
5. Ethics Committee deliberation meeting
6. Recommendation of decision and institutional action
7. Communication of decision to relevant stakeholders
8. Documentation and archiving of case records

### 1. Ethics Program Statistics

The following chart illustrates the implementation statistics of the Ethics Committee programs during the reporting period.



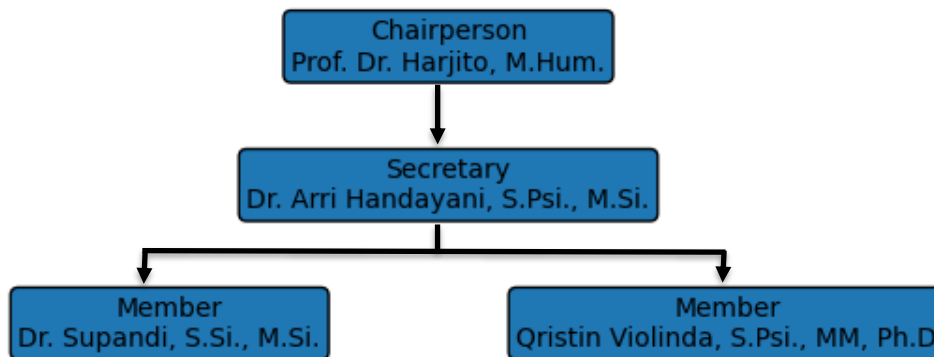
### 2. Ethics Complaint Handling Flowchart

The flowchart below illustrates the standard procedure for handling ethics complaints within Universitas PGRI Semarang.



### 3. Organizational Structure of the Ethics Committee

The Ethics Committee organizational structure for the reporting period is illustrated below.



#### 4. Risk Assessment Matrix for Ethics Violations

The following matrix illustrates the risk assessment for potential ethics violations within the academic environment.

<b>Violation Category</b>	<b>Risk Level</b>	<b>Mitigation Strategy</b>
Minor Ethical Misconduct	Low	Written warning and ethics guidance
Moderate Ethical Violation	Medium	Formal investigation and corrective action
Serious Academic Misconduct	High	Ethics committee hearing and institutional sanctions
Severe Ethical Violation	Critical	Disciplinary procedures and policy enforcement