

## Code of Ethics for Academic Research

The mission of Dayananda Sagar College of Arts, Science and Commerce is always committed to achieve high quality academic research to contribute to the human welfare and societal benefits. Researchers will be encouraged to tackle the challenges existing in the present society while upholding the human values. The institution declares that all researchers shall conduct themselves by abiding the following principles so as to bring respect to the institution and its academic research.

1. **Honesty:** a researcher should advance the quest for truth, knowledge, scholarship and understand the personal honesty in learning, teaching and research.
2. **Trust:** a researcher should always foster a climate of mutual trust and coordination to encourage free exchange of ideas.
3. **Respect:** a researcher should maintain himself/herself in high esteem so as to command the respect among the students, staff and faculty in all spheres.
4. **Fairness:** a researcher should ensure fairness in institutional standards, practices and procedures.
5. **Responsibility:** a researcher should uphold high standards of conduct in learning, teaching and research by requiring shared responsibilities.

### Tasks of the ethics committee

1. To provide guidance and advice to the academic community on all matters pertaining to academic research ethics.
2. To advise the IQAC on compliance with the 'Code of Ethics in Academic Research' of the various academic activities at the DSCASC.
3. To provide guidance and academic support to scholars on ethical issues in respect of teaching, research and other academic activities
4. To act as an investigative/consultative body for any disputed matter concerning research ethics and conduct.

### Appointment and composition of the Ethics Committee

The Ethics Committee is appointed by the Academic Council upon nomination by the Principal.

The Committee shall be composed of six voting members:

1. One Professor and Associate Professor from each departments;
2. One Research Guide from each department;
3. Four Research Scholars.

The constitution of the committee would be valid for a period of three years.

In case of conflict of interests members of the Ethics Committee shall be temporarily replaced by substitutes nominated by the Principal.

## **Duties of Researchers**

1. **Role of research investigator:** the institution encourages the faculty members and students along with external collaborators to conduct research on specific projects by applying for various funding agencies. The projects comprises of Principal Investigator (PI) and a set of Co-PI's. The responsibility of the PI is to lead the project, monitor the experimental procedures, and formulate the policies for data collection and compiling results. The PI should also ensure that the results are published in the form of reports and publications. The PI should also ensure the periodic mentoring of young researchers including students and staff.
2. **Responsibility of a student:** All research students under the institution are advised to maintain highest ethical standards in their code of conduct during their research tenure. They should fully oblige and respect the human dignity and rights of others and appropriately address the concerns of relevant stake holders. They should be aware of issues which are pertaining to Plagiarism, Intellectual Property, Misrepresentation of data, Exploitative conducts and undue delays in completion of their research work.

## **Misconduct and Disciplinary Actions**

1. Research misconduct includes, but is not limited to the following acts:
  - Plagiarism;
  - Piracy;
  - Violation of intellectual property rights;
  - Breach of terms and conditions of licensed research resources;
  - Deliberate misinterpretation of the ideas or work of others;
  - Fabrication of qualifications, data, information or citation;
  - Exploitation of others;
  - Misuse of research funds or resources provided by the University or an external sponsor;
  - Discrimination based on gender, race, ethnicity, religion, language or culture;
2. Misconduct does not include honest error or honest differences in interpretation or judgment in evaluating the research methods or results.
3. Anyone has the right to report an alleged misconduct to the Ethics Committee when he or she becomes aware of it. The Committee should conduct a preliminary review of the report and provide a first-hand opinion to the Principal. If the Principal decides to set up an investigation committee, the Ethics Committee should recommend its members to the Principal to form or join an Investigative Committee.
4. Upon completion of investigation, the Ethics Committee should decide whether or not to take or recommend disciplinary action(s).

5. In a case of minor misconduct, the Ethics Committee is authorized to issue a Notice of Warning to or demand a Letter of Apology from the individual who is responsible for the misconduct.
6. In a case of serious misconduct, the Ethics Committee should decide whether or not to recommend sanctions. The sanctions may include, but are not limited to:
  - a. Resubmission of an assignment or academic work;
  - b. A letter of reprimand issued by the Principal which may or may not be recorded in the personal file of the individual;
  - c. Suspension of grant/contract;
  - d. Deduction from salary or addition to payment of fees;

The right to interpret the provisions hereof rests with the Governing Council of the Institution. The Governing Council may give authorization to the Ethics Committee to interpret the provisions on its behalf as well.