

DAYANANDA SAGAR UNIVERSITY

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CODE OF ETHICS IN RESEARCH AND PLAGIARISM POLICY 2021



DSU CODE OF ETHICS IN RESEARCH AND PLAGIARISM POLICY

Preamble:

Dayananda Sagar University (DSU) emphasizes on the quality research. The University is routinely involved in research activities including consultancy services. To ensure ethical research ambience for the faculty and students, DSU has adopted this policy to emphasize and promote research. DSU one of the objectives is to promote research amongst the students and faculty members. This Policy will apply to all individuals, including all faculty, scientific staff, postdoctoral scholars, students, project associates and project assistants who may be involved in research at the Institute and to all research conducted by such individuals, whether funded by the Government or from private agencies from either India or abroad. It also applies to all proposals for such research.

Objectives of the policy:

1. To inculcate & promote research culture amongst the faculty and students.
2. To promote ethical practices in research amongst faculty and students.
3. To promote academic and research integrity among all in the University.

Code of Ethics in Research – Research Misconduct

The code of ethics in research shall consider various aspects of research misconduct. Research Misconduct terms are elaborated below.

- i. Fabrication** : pertains to making up data or results and recording or reporting them as if they were real.
- ii. Falsification**: manipulating research materials, equipment, or processes, or changing or omitting data or results without justification, such that the research is not accurately represented in the research record.
- iii. Plagiarism**: appropriation of the ideas, processes, results, words or works of other researcher(s) without giving appropriate credit to the original source. It will also include 'self-plagiarism' which means republishing substantive parts of one's own earlier publication as if they were new material, including translations,

without duly acknowledging or citing the original. Plagiarism may occur not only in published work, but also in presentations of one's research or else in grant proposals.

- iv. Misrepresentation:** misrepresenting one's work, academic records, credentials or other academic matters or information, or fabricating academic materials would include, without limitation, forging signatures, forging letters of recommendation, falsifying academic records, fabricating research, data, sources, giving false sources, misrepresenting contributions in group or team efforts etc. It also encompasses any attempt to misrepresent oneself or provide misleading and false information in an attempt to access another user's computer account.

Code of Ethics in Research – Definition of key terms

- 1. Complainant** means an individual who makes a complaint of research misconduct by furnishing a formal written complaint.
- 2. Complaint** means a complaint in writing submitted by the Complainant.
- 3. Disciplinary Authority** means the Authority vested in the Research Innovation Council & Research Advisory Committee etc.
- 4. Preliminary Investigation**, will involve verifying the contents of the complaints and the guidelines along with supporting documents, preparing the Preliminary Investigation Report and submitting it to the concerned authority along with the document(s) and comments.
- 5. Research** will mean and include basic, applied and demonstration research in all fields of knowledge.
- 6. Research Record** means the record of data or results that constitute the facts resulting from scientific or other scholarly inquiry, including, but not limited to, research proposals, laboratory records, either physical or electronic, software products and tools, progress reports, abstracts, theses, oral presentations, internal reports, journal articles, and articles in conference proceedings.
- 7. Respondent** means a person including an Employee, Scholar or Student or third

party against whom the Complainant has made a complaint of Research Misconduct.

- 8. Student** means and includes students of the Institute either working or studying (part-time or full time) including but not limited to research fellows and exchange students;
- 9. Whistleblower** is a person who exposes any kind of information or activity that may be improper or unethical, or in breach of this Policy, existing within the Institute, that may or may not be in the public domain
- 10. Witness** is any individual who gives statement to the concerned authority during inquiry stages.

DSU will comply with all applicable central and state laws, regulations and Policies as they apply to the topic of research misconduct.

Code of Ethics in Research

Researchers form a broad community and are responsible for enrichment of the community. The researcher should be tuned with local, national and international community problems and their research should address these issues. They should contribute for development of prosperous and just communities. It is imperative that conduct of research must be done in a manner that ensures fair treatment to all individuals. Professional standards are an integral aspect of a set of professional responsibilities that should be adopted by all researchers in DSU:

- 1. Integrity:** Every researcher in DSU should be able to rely on truth and objectivity of reports of other scientists/researchers.
- 2. Quality:** Researchers in DSU are responsible for quality, accuracy, reliability of their own research or research done under the research supervision of the research supervisors. Highest quality standards should be applied for planning, implementation and reporting of research data/analysis & findings.
- 3. Accountability:** Individual researchers shall be responsible for originality of the work and reporting the research. The disclosure of the research shall be as per stipulated conditions of contract/agreement that have been committed prior to/during the research.
- 4. Discrimination:** No researcher in DSU may directly or indirectly unfairly discriminate against any person or any reason(s). DSU believes in creating conducive environment for

research that regards work performance and research success. Discrimination on any of one or more grounds having negative impact should be avoided at all cost of researchers.

7. **Environment:** Considering authority duties of researchers, there should be conducive environment maintained by the researchers. The researchers should avoid following to maintain ethics in research:

- **Conflict of interest:** should be avoided of what so ever form they may be e.g. with funding source, amongst each other, any contract, identity revealing etc.
- **Confidentiality:** should be maintained with the funding agency as per the contract or as per the agreement of individuals.
- **Financial obligation:** all financial agreement should be acknowledged and should be as per the contract either with institute or funding agency.
- **Scientific obligation:** all scientific help in any form should be properly acknowledged.
- **Equipment:** equipment shall be assets of DSU and the actual infrastructure of DSU can be used by anyone belonging to the University and hindrances in granting permission by the in-charge faculty shall be sought through proper channel. Similarly, Equipments mishandled purposefully by the researcher shall also be considered as misconduct.
- **Misconduct in research:** misconduct in research can be considered under Plagiarism.
- **Piracy:** piracy in any form of the areas of research and or any research instrument shall be treated as misconduct and such cases shall be dealt by research advisory committee.
- **Plagiarism:** this shall be dealt as per plagiarism guidelines mentioned below in this code.

PLAGIARISM POLICY:

The Policy is framed as per University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Education Institutions) Regulations – 2016. The University has established the mechanism as prescribed in these regulations to enhance awareness about responsible conduct of research and academic activities, promotion of integrity and deterrence from plagiarism. The use of Plagiarism software tool like Ouriginal extended from UGC and INFLIBNET centre is provided for all.

Awareness Programmes and Trainings:

1. DSU instructs students, faculty and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules and regulations governing the source.

2. DSU conducts sensitization seminars, awareness programmes every semester on responsible conduct of research, project work, assignment, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty and other members of academic staff.
3. DSU uses "Ouriginal" (earlier Urkund) to implement the technology based mechanism so as to ensure that documents such as thesis, dissertation, reports, publications or any other such documents are free of plagiarism at the time of their submission.
4. Every student/scholar submitting a thesis, dissertation, reports or any other such documents to the Institute shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.
5. The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the Deans/Principals/Chairman etc and Supervisors.
6. Similarity checks for exclusion from Plagiarism: The similarity checks for plagiarism shall exclude the following:
 - a) All quoted work either falling under public domain or reproduced with all necessary permission and/or attribution.
 - b) All references, bibliography, table of content, preface and acknowledgements.
 - c) All small similarities of minor nature.
 - d) All generic terms, laws, standard symbols and standards equations.

PLAGIARISM/ACADEMIC DISHONESTY CHECK:

7. The core work carried out by the student, faculty, staff and researcher shall be based on original ideas and shall be covered by Zero Tolerance Policy on Plagiarism. In case Plagiarism is established in the core work claimed then Research Advisory Committee shall take up the case for hearing. The core work shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations.
8. Detection/Reporting/Handling of Plagiarism: If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the competent/designated authority of the Institute. Upon receipt of such a complaint or allegation the Institute shall refer the case to the Research Advisory Committee. The authorities of DSU can also take suo moto notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the University on the basis of findings of an examiner.

Research scholars shall submit an undertaking about the originality of the thesis produced by him/her, and vouching that there is no plagiarism involved. He/she also needs to certify that the work has not been submitted for award of any other degree/diploma either of DSU or any other higher educational institution.

The Supervisor and Co –Supervisor (if any), of doctoral research shall verify the contents of the thesis for plagiarism/academic dishonesty, attest to its originality and also vouching that the thesis submitted is the record of the research work done by the candidate within the period of the study, and that it has not previously formed the basis for the award of any Degree / Diploma / Associateship / Fellowship or other similar titles to any candidate.

The plagiarism in any form shall not exceed 20% of the contents of an earlier known thesis / work.

THE ACT OF PLAGIARISM /ACDEMIC DISHONESTY:

- In case of receipt of any complaint from any adjudicator, individual or source, of suspected act of plagiarism/academic dishonesty, the Vice Chancellor shall have the powers to constitute an expert committee to investigate into issues connected/related with any other Ph.D. thesis/ academic work submitted to any University.
- In the event of proven case of thesis being copied, plagiarized or misrepresented academically, and degree obtained by fraudulent means, the Board of Governors may, on the recommendation of the expert committee, Academic Council and Board of Management (i) withdraw/rescind the Ph.D. Degree granted to any person (ii) terminate research registration and (iii) debar him/her from registering further for any other programme in this University.
- However such action shall be taken against any person unless he/she has been given an opportunity to show cause against the action proposed to be taken, consider the explanation and take further action in the matter.

The penalties imposed by the Research & Innovation Council/Research Advisory Committee shall be imposed and resubmission of Plagiarism free document shall be implemented.

This policy has been approved by DSU's Research & Innovation Council in its meeting dated 12.02.2022.