

# St. Joseph's College of Arts & Science (Autonomous)

Affiliated to Annamalai University, Annamalai Nagar | Re-Accredited by NAAC with 'A' Grade (3<sup>rd</sup> Cycle)

Recognised under section 2(f) and 12(B) of the UGC Act, 1956 | A Christian Minority Institution

St. Joseph's College Road, Manjakuppam, Cuddalore – 607 001.

Ph: (Office) 04142-286311 | E-mail: josecol27998@gmail.com | Websites: www.sjctnc.edu.in

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## CODE OF ETHICS (RESEARCH)

### 1.0 Preamble

St. Joseph's College of Arts and Science (Autonomous) nurtures the publication of high-quality research papers. It also expects the researchers to publish their findings appropriately to their respective academic discipline. The management entails all the authors/researchers responsible for the publication of their contents and recognise their contribution.

### 2.0 General code of ethics

2.1 The researchers should encompass appropriate consideration of ethical issues into the design and management of projects. Those who involve with human samples or communities, environment or animals must get proper ethical permission with respective statutory bodies either within the college or with other institutions if such bodies are not available in the college. The research proposals must have to undergo these committees/bodies before carrying out the research.

2.2 The researchers must address the questions of approval/consent, power relations, deceit, confidentiality and secrecy in any review/investigative project in order to keep regard of the human rights and the formalities of all who are involved in that project.

2.3 The research scholars must maintain respectful and ethical relationship with peer partners and with research supervisors.

2.4 All the PhD theses are to be checked by Plagiarism Checking Software before submission and certificate to be submitted with signatures of both research scholar and the concerned research guide. Plagiarism software has been provided to the entire faculty for checking their research articles, research proposals and research project reports.

2.5 Information and/or complaints regarding the above issues, shall be referred to the committee constituted by the Principal for necessary action.

### 3.0 Misconduct in research

Alteration, fabrication, or fraudulence in creating or reporting laboratory results, research results, and/or any other tasks; sexual harassment of other scholars; contacting the examiner about thesis evaluation are the mode for misconduct.

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## 3.1 Misconduct of Scholars

**3.1.1** Submitting plagiarized results/work for an academic requirement.

**3.1.2** All complaints related to research activities or any matters relating to differences among scholars or complaints about the supervisor or seeking of any information related to research shall be addressed to the Principal who constitute committee for necessary action.

**3.1.3** Any scholar exhibiting misconduct, their registration will be cancelled, and he/she will not be eligible for readmission to any of the courses in the college. If any fellowship is given to such scholar, it will be withdrawn, and it must be refunded.

**3.1.4** The scholar/scholars can appeal to the committee constituted by the Principal for any action taken against him/her/them by the management. If not, can appeal to the Secretary of the college. The decision of the Secretary shall be final and binding on the scholars.

## 3.2 Misconduct of Supervisors

**3.2.1** For Supervisors, based on the severity of the complaint, suspension for a specific duration and disciplinary action will be taken. If they are found indulge in any of the following acts:

- ☐ Exploiting the services of the scholar for completing the academic tasks assigned to an individual.
- ☐ Any act of financial extortion or forceful expenditure burden put on the scholar.
- ☐ Any act of sexual abuse or abuse by spoken words, phone calls, short message service (SMS) through mobile, emails, posts, public insult leading to the discomfort to the scholar.

**3.2.2** With respect to cancellation of guideship/supervisorship, the management can take necessary action only after proper intimation and orders from the parent University. For any other disciplinary actions pertaining to any supervisor, the orders of the parent university will be followed.

**3.2.3** A Committee constituted by the Principal with the instructions of Research Advisory Committee in the college will inquire the malpractice if reported by the publisher. Necessary actions will be taken.

## 4.0 Plagiarism detection

The Plagiarism will be checked using authentic Plagiarism Checking Software available in the office of the Dean of studies.