

St. Ann's College for Women

(Autonomous), Affiliated to Osmania University
Accredited by NAAC with A+ Grade (3rd cycle), CPE by UGC

Mehdipatnam, Hyderabad.



SACReD
ST. ANN'S CENTER FOR
RESEARCH & DEVELOPMENT

Code of Ethics Policy on Research

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College endeavors for academic excellence by multidisciplinary research for which teams comprising experts in interdisciplinary areas are formed in the college and mentors will be identified from thrust areas. The research focus is on vital problems in society leading to societal transformation. SACReD (St. Ann's centre for research & development) and SAC (Scientific Advisory Committee) promote research among faculty in their respective domains of specialization who in turn will mentor students for research.

1.0 Scope

The regulations stated here in are applicable to all faculty members and students who undertake research and publish findings in all forms of media.

2.0 Institutional Ethics in Research Committee

The college shall establish an Institutional Ethics committee , members nominated and appointed by principal for a period of 2 years . The composition will be as follows

- Chairperson – Principal
- Senior external professionals/ Scientist members
- Secretary - Faculty Member
- Convener Research cell
- Basic Medical Scientists(2)
- Legal Expert
- Social Scientist
- Community Representative

2.1 Ethics Committee is constituted to -

1. Review and approvals of all types of research proposals involving human participants.
2. Safe guard the dignity, rights, safety and wellbeing of human participants.
3. Follows the principles of research ethics, autonomy, justice in planning, conducting and reporting the proposed project.
4. Reviews the proposals before the start of project and periodic reviews for monitoring the research throughout the study.
5. Shall looks into preparation of consent forms, risk/benefit ratio.
6. Will frames guidelines and checks into regulatory requirements and plagiarism.

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- Research community should observe ethical norms related to the conduct and publication of research particularly in relations to originality, copyright, and the intellectual property rights of third parties. .
- Expert reviewers are appointed by the ethics committee constituted to check the plagiarism. The articles to be published in online journal 'AnnQuest' are double blind reviewed so that the identity of authors and reviewers are not revealed to each other to avoid malpractices. The reviewers are also expected to check plagiarism if any in the articles submitted for publication.
- The code of ethics in research terms as perceived by the institution is as follows

3.0 Plagiarism

- Researchers who present the words, data, or ideas of others with the implication that they own the same, without attribution in a form appropriate for the medium of presentation, is considered theft of intellectual property and may be guilty of plagiarism and thus of research misconduct. Proper citation/reference must be mentioned.

Level	Margin of Plagiarism	Penalty
Level 0	10%	No penalty
Level 1	10%- 40%	Withdrawal of manuscript
Level 2	40%- 60%	Withdrawal of manuscript, Not eligible for institutional funding

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4.0 Use of Data


- Prior permission from the Principal must be taken before using any data pertaining to college/ collecting data from faculty or students.
- **Ownership of and Access to Data** A principal investigator who leaves the college is entitled to make a copy of data to take to another institution so as to be able to continue the research, however the institution must be acknowledged.
- **Authorship** - Each author or co-author is responsible for the compilation, revision and verification of manuscript, publication or presentation representing his/her contribution. It is unethical to present as one's own the work of others, whether in part or in full, to fabricate research results or to omit or change information.
- It is inappropriate and unacceptable to submit extracts from research, or reports on the same research, to more than one publisher,
- **Publication Status** - A paper should not be listed as submitted, in anticipation of expected submission or as accepted for publication or in press unless the author has received a letter from an editor or publisher stating that publication has been approved.
- **Duplicate Publication** - Researchers should not publish the same article in two different places. Duplication of publication without citation is referred to as self-plagiarism.

5.0 Responsibilities to Funding Agencies

Reporting of results of experiments not yet performed as evidence in support of the proposed research funding is considered research misconduct. An investigator must submit progress and final research reports to the funding agencies and expenditures should be consistent with the approved budget.

6.0 Collaborative Research

Faculty who enter into agreements with commercial sponsors of research will be responsible for all aspects of ownership/ reporting of results, financial implications and Intellectual Property Rights.


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