

BALLARI INSTITUTE OF TECHNOLOGY & MANAGEMENT

Autonomous Institute Under Visvesvaraya Technological University, Belagavi

(Recognized by Govt. of Karnataka and approved by AICTE, New Delhi)

"Jnana Gangotri" Campus, #873/2, Ballari-Hosapete Road, Near Allipura, Ballari-583104.

CODE OF ETHICS FOR RESEARCH

**“The reputation of a thousand years may be determined
by the conduct of an hour.”**

-A Japanese Proverb

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Definitions

Plagiarism: "The appropriation of another person's ideas, processes, results, or words without giving appropriate credit" or "the practice of taking someone else's work or idea and passing them as one's own"

Fabrication: Making up or cooking up data or results without performing due experiments and reporting them in presentations/publications. Fabricated results are not based on the actual authentic data.

Falsification: means the experiments are performed but the outcome of the experimentation is manipulated. It is manipulation of research materials, equipment, processes, and modifying or omitting of data results in such a way that the research is not accurately represented in the research records.

Self-plagiarism: is verbatim copying of one's own research and it is also a violation of ethics.

Piracy: The deliberate exploitation of ideas from others without proper acknowledgment

Abuse of Intellectual Property Rights: Failure to observe legal norms regarding copyright and the moral rights of authors.

Abuse of Research Resources: Failure to observe the terms and conditions of institutionally licensed research resources.

Defamation: Failure to observe relevant legal norms governing libel and slander.

Misinterpretation: The deliberate attempt to represent falsely or unfairly the ideas or work of others, whether or not for personal gain or enhancement.

Personation: The situation where someone other than the person who has submitted any academic work has prepared (parts of) the work;

Sabotage: Acting to prevent others from completing their work. This includes stealing or cutting pages out of library books or otherwise damaging them, or willfully disrupting the experiments of others, or endangering institutional access to licensed research resources by willfully failing to observe their terms and conditions.

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I. Introduction

“Without Ethics Man has NO Future.”

Ethical violation in research is a global problem. Many researchers violate the code of ethical conduct for easy publication, quick recognition, awards, greed for power, and so on. In line with the NEP-2020 Policy to align with aspirations of 21st Century education, the Ballari Institute of Technology and Management, Ballari (BITM)-is fully committed to promote and practice Indian values and ethos. The BITM affirms to provide high quality research ecosystem with transparency and accountability. The BITM anticipates the contribution of research as an integral part to the growth of a nation and wants to be an instrumental part to serve the country and society worldwide. The institution guarantees an open academic environment to teach, deliberate, disseminate and publish satisfying the standards of the scholarly requirement as the outcome of academic research work. The BITM is a self-financing institution with zeal to promote the research culture and provide essential research funding to the researchers as per the institutional norms. The institution emphasizes its faculty for high standard of honesty in the conduct of research and/or support to research activities. The institution invites its faculty for widespread dissemination of their scholarly work and to submit their publications to the R&D.

II. Good Practices in Academic Research

- ❖ Maintaining integrity, meticulousness and accuracy in conducting research and in evaluating, recording, and presenting results.
- ❖ Collecting the data ethically.
- ❖ Taking due account of peer researchers and giving due credit to them in publications.
- ❖ Planning, conducting, and reporting the research according to the laid down scientific standards.
- ❖ Determining and recording of status, rights, co-authorship liabilities and obligations of the research team in an acceptable way.
- ❖ The sources of funding and other associations are made known to all the participants of the research team and to public.
- ❖ Observing good administrative practices and personnel and financial management.

A. Academic Freedom

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Academic Freedom is important for pursuit of knowledge and flourishing research driven society. The academic environment means the freedom of teachers and students to teach, study, and pursue knowledge and research without unreasonable interference or restriction from law, institutional regulations, or public pressure. It is the freedom to inquire into any subject that evokes their intellectual concern; to present their findings to their students, colleagues, and others; to publish their data and conclusions without control or censorship; and to teach in the manner they consider professionally appropriate. The ultimate purpose is to benefit the society by advancement of knowledge.

B. Academic Integrity

It is applicable equally to all the stakeholders of the academic field: students, faculty, and academics administrator. It means commitment to the following five fundamentals, even in the face of adversity:

- 1. Honesty:** The foundation of teaching, learning, research and the whole system. Making honest efforts in all aspects of academics is the foundation of education system.
- 2. Trust:** Interpersonal faith among the academia, students and the academic administrators.
- 3. Fairness:** Fair treatment to each other is another component of integrity. Students expect fair treatment from the faculty and the administration, while faculty expects fair treatment by the students, colleagues and administration.
- 4. Respect:** The faculty must give respect to the students by taking seriously their ideas and feedback, valuing their aspirations and goals and recognizing them as responsible individuals. On similar lines students should respect the verdict of the faculty in the class/labs and the outcome of the evaluation.
- 5. Responsibility:** Present oneself in a responsible way in all aspects of academic activities despite peer pressure, fear, loyalty or compassion.

III. The Research Advisory Committee

The Research Advisory Committee(RAC) means the Doctoral Committee as constituted by the respective Research Centers (RCs) of BITM under the PhD regulations & direction of VTU, Belagavi.

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The composition of the RAC shall remain same until further amendments or recommendations for changes by the UGC/VTU, Belagavi.

IV. The BITM_Research_Ethics_Committee (BITM_REC)

A. BITM_REC Composition

Sl No	Designation	Role in BITM_REC
1	Principal	Chairman
2	Dean, R&D	Convener
3	Coordinator, REC, CSE	Member
4	Coordinator, REC, ECE	Member
5	Coordinator, REC, EEE	Member
6	Coordinator, REC, ME	Member
7	Coordinator, REC, CIVIL	Member
8	Coordinator, REC, AIML	Member
9	Coordinator, REC, MBA	Member
10	Coordinator, REC, Physics	Member
11	Coordinator, REC, Chemistry	Member
12	Coordinator, REC, Mathematics	Member

B. Tasks of the Ethics Committee

- ❖ To formulate research ethics policy for Ballari Institute of Technology and Management, Ballari.
- ❖ To provide advice and guidance to the research community on all matters pertaining to academic research ethics
- ❖ To provide guidance and support to research scholars on ethical issues in respect of teaching, research and other scholarly activities.
- ❖ To act as an investigative/consultative body for any disputed matter and make recommends concerning research ethics and conduct
- ❖ To suggest amendments to the policy as and when required

C. The Code of Ethics

- 1. Honesty:** Strive for honesty in all scientific communications. Honestly report data, results, methods and procedures, and publication status. Do not fabricate, falsify, or misrepresent data. Do not deceive colleagues, granting agencies, or the public.
- 2. Objectivity:** Strive to avoid bias in experimental design, data analysis, data interpretation, peer review, personnel decisions, grant writing, expert testimony, and other aspects of research

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where objectivity is expected or required. Avoid or minimize bias or self-deception. Disclose personal or financial interests that may affect research.

3. Integrity: Keep your promises and agreements; act with sincerity; strive for consistency of thought and action.

4. Carefulness: Avoid careless errors and negligence; carefully and critically examine your own work and the work of your peers. Keep good records of research activities, such as data collection, research design, and correspondence with agencies or journals.

5. Openness: Share data, results, ideas, tools, resources. Be open to criticism and new ideas.

6. Respect for Intellectual Property: Honor patents, copyrights, and other forms of intellectual property. Do not use unpublished data, methods, or results without permission. Give credit where credit is due. Give proper acknowledgement or credit for all contributions to research. Never plagiarize.

7. Confidentiality: Protect confidential communications, such as papers or grants submitted for publication, personnel records, trade or military secrets, and patient records.

8. Responsible Publication: Publish in order to advance research and scholarship, not to advance just your own career. Avoid wasteful and duplicative publication.

9. Responsible Mentoring: Help to educate, mentor, and advise students. Promote their welfare and allow them to make their own decisions.

10. Respect for colleagues: Respect your colleagues and treat them fairly.

11. Social Responsibility: Strive to promote social good and prevent or mitigate social harms through research, public education, and advocacy.

12. Non-Discrimination: Avoid discrimination against colleagues or students on the basis of sex, race, ethnicity, or other factors that are not related to their scientific competence and integrity.

13. Competence: Maintain and improve your own professional competence and expertise through lifelong education and learning; take steps to promote competence in science as a whole.

14. Legality: Know and obey relevant laws and institutional and governmental policies.

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V. Misconduct in Academic Research

Misconduct in academic research implies but is not limited to fabrication, falsification, plagiarism, or deception in proposing, carrying out, or reporting results of research and deliberate, dangerous, or negligent deviations from accepted practice in carrying out research. It includes failure to follow an agreed protocol if and when this failure results in unreasonable risk or harm to persons, the environment, and when it facilitates misconduct in research by collusion in, or concealment of, such actions by others. It is to be noted that wrongdoing in research does not include honest errors or differences in interpretation or judgment of data.

A. Misconduct includes but is not limited to the following acts:

1. Falsifying or making-up research data.
2. Copying text from others' work without giving due credit to them.
3. Using other's ideas without obtaining permission or giving due credit.
4. Unauthorized use of confidential information in connection with one's own research.
5. Failing to present data that contradicts one's own previous research.
6. Overlooking other's use of flawed data or questionable interpretation of data.
7. Changing the design, methodology or results of a study in response to pressure from the funding source.
8. Ignoring major aspects of human subject requirements in human data collection.
9. Publishing the same data or results in two or more publications.
10. Inappropriately assigning authorship credit.
11. Withholding details of methodologies or results in papers or proposals.
12. Using inadequate or inappropriate research design.
13. Dropping observations or data points from analysis based on gut feeling that they were in accurate.

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14. Inadequate record keeping of the research work.
15. Understatement of other researchers.
16. Negligence in referring to earlier findings.
17. Publishing old results as new findings.
18. Careless and misleading reporting.
19. Failure to inform the editor of related/same papers that the author has under considerations or in press.
20. Not revealing conflicts of interest that could affect the interpretation of the findings.
21. Use of selective or fraudulent data to support a hypothesis or claim.

B. Curbing of Plagiarism

- ❖ The researchers shall ensure use of appropriate tools that documents such as ,thesis, dissertation ,publications, book chapters or any other such document are free from plagiarism at the time of submission to respective Visvesvaraya Technological University, Belagavi recognized - Research Centre(RC) in BITM.
- ❖ The BITM shall ensure that such tools (**Turnitin/Drillbit**) are accessible through VTU consortium-facilitated by the Knowledge Centre (Library) to all engaged in the research work.
- ❖ Every research student shall submit an undertaking indicating that document is his/her original work and shall also include the fact that the document is duly checked through a Plagiarism detection tool approved by the VTU-RC, BITM.
- ❖ The BITM in liaison with VTU Central Library shall submit to INFILIBNET softcopies of all PG,PhD reports/thesis within one month after award of the degrees for hosting on central repository “**Shodh-Ganga e-repository**”

C. Sanctions (Penalties) for Plagiarism (submission of reports/dissertations) or any other misconduct

The sanctions (penalties) as recommended by the ethics committee and as decided by the Dean-R&D may include (but are not limited to):

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Level 1

Resubmission of the academic work (for UG and PG Students)/Correction or retraction in a form specified by the editor or publisher (for Academic & Research Publications)

Level 2

- Failing grade for the viva-voce examination (for UG and PG Students)
- Shall be asked to withdraw manuscript (Academic & Research Publications)
- Shall be denied a right to one annual increment (Academic & Research Publications)
- Shall not be allowed to supervise any new PhD scholar for a period of one year

Level 3:

- Suspension from the Program (for UG and PG Students)
- Shall be asked to withdraw manuscript (Academic & Research Publications)
- Shall be denied a right to two successive annual increment (Academic & Research Publications)
- Shall not be allowed to supervise any new PhD scholar for a period of two years

Penalty for repeated (Level 3)/based on severity of misconduct as decided by the committee: Disciplinary action including termination of services shall be taken by BITM,Ballari

Note: Level 1, Level 2, Level 3 as decided by the REC based on type of misconduct and its implications on the reputation of the institute.

“Ethical violations cannot be hidden. Sooner or later they will get EXPOSED”

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The team that developed ethics policy benefited from policy/regulatory documents in the following institutions:

- ❖ University Grant Commission (UGC)
- ❖ Central University of Karnataka, Kalaburagi
- ❖ University of Mysuru ,Karnataka
- ❖ World Health Organization
- ❖ European University Institute
- ❖ Encyclopedia Britannica on academic freedom
- ❖ National Committees of Research Ethics in Norway
- ❖ B.A College of Agriculture, AAU, Anand

Dated:13-02-2023

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