



RESEARCH ETHICS

**INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION
BHOPAL, M.P., INDIA**

POLICY

RESEARCH ETHICS POLICY

Ethics in research is very important as adhering to certain norms promotes the aims inherent in research. The Research Ethics Policy provides broad guidelines for individual behaviour in matters of research conduct. The Institute offers Ph.D. Programmes in following subjects as on for the session 2022-23

- Physics
- Chemistry
- Mathematics
- Commerce
- English
- Economics
- Political Science and Public Administration

Principles of Ethical Research

Institute for Excellence in Higher Education, Bhopal follows the following principles in ethical research:

- **Objectivity:** Consciously upholding the values of being independent and true and avoiding individual subjectivity
- **Integrity:** Adopting a high level of academic moral character, and intellectual honesty as well as assuming personal responsibility for the actions committed and omitted by the researcher
- **Confidentiality:** The researchers must respect the privacy, autonomy, diversity, values, and dignity of research subjects and must be very sensitive while disclosing the information and data of public interest by ensuring the privacy and confidentiality of the source of information.
- **Transparency:** The researchers must be as open as possible with respect to the decisions made and provide justifications for their actions.
- **Honesty:** The researchers must possess unbiased and honest attitude in knowing and stating the truth.

Objective

1. Ensure all research in the Institute must be acquainted with approved protocols of ethics and laws of the land
2. To provide guidelines to ensure that collaborative work can be carried out without conflict of interests.
3. To safeguard the rights of animals, humans or communities, if part of research.

Constitution / Members of the Committee

All matters of Ethics in Research are managed by the Research Ethics committee which works in coherence with Research Development Cell of the Institute. Research Ethics Committee shall consist of a Chairperson and six other members as per following detail.

Chairperson: *The Director*

Member Secretary: *One senior Professor as Convener*

Members: *Any Four Senior Professors and the Librarian as Members*

Role expected from scholars

- Sincerity and Dedication
- Honesty and Transparency
- Rigour
- Respect to co-workers and mentors
- Responsibility and Legality

All researchers are expected to be aware of and respect the laws of the land regarding Research Ethics

1. IPR (patents, trademarks, copyrights, plagiarism) and publication
2. Testing on animals
3. Testing or Information collection from human beings
4. Privacy and Confidentiality
5. Transfer and Handling of Bioresources and/or hazardous material
6. Ignorance of these laws cannot be cited as an excuse and therefore all researchers are expected to be aware of the latest status of all research ethics related laws relevant to their research.

Norms of Publications and Collaborations

- All publications should confirm to discipline-specific good practices:
 - The authors must be able to identify their contribution to a research output (article/patent/book/product).
 - The authors should accept personal responsibility for their research outputs
 - Contributions of collaborators should be properly acknowledged with their permission
 - Honorary authorships are strongly discouraged.

Misconduct in research

The following practices are deemed as misconduct in research and those practicing these will be subject to disciplinary action

1. Piracy
2. Abuse of Intellectual Property Rights
3. Abuse of Research Resources
4. Substance Abuse
5. Defamation/ Harassment/ Bullying
6. Impersonation and/or Fraud
7. Sabotage
8. Denying access to resources/information
9. Wrongly claiming/appropriating others achievements as own

Sanctions in Research

Based on the level of misconduct, the ethics committee may suggest one or more sanctions as written below:

1. Written Warning
2. Loss of privileges
3. Fines and, or any other penalty decided by Research Ethics Committee.
4. Compensation for loss
5. Public Apology in addition to any of the above
6. Suspension
7. Dismissal (Only in the most serious cases and after repeated warnings following due procedures laid down by the Institute)
8. Punitive measures for plagiarism will be as prescribed by the Plagiarism Policy of the Institute.

Responsibilities of the Research Ethics Committee

1. To review the ethical safeguards of the proposed research
2. To ensure the rights, safety and well-being of the trial subjects /respondents / participants
3. To enquire the complaints against research supervisors / guides /candidates and make suitable recommendations to the Executive Committee or general Council

Meetings:

Regular meetings:

There shall be regular ethics committee meetings once in every semester;

Emergency Meetings:

A meeting shall be called for by the member secretary on receiving the advices from the Chairperson, whenever there arise emergency situations;

Note: A request letter may be submitted to the member secretary, by any interested person who seeks an emergency meeting to absolve any issue related to her / his research.

Scope and coverage

The Research Ethics Committee shall regulate the matters pertaining to:

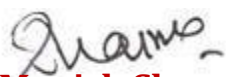
- a.** Ethical Research Practices;
- b.** Plagiarism prevention

Amendment

The Institute shall review its ethics policy from time to time so as to amend the policy whenever required to suit to the national level policies / directives issued by appropriate apex bodies.

Publication of the Research Ethics Policy

The Institute shall circulate the Research Ethics Policy by circulating among the research guides /supervisors, registered research candidates, teaching staff of the Institute as well as publish on the Institute's Website in a prominent manner so as to attract the attention of the interested persons.



Dr. Manish Sharma
Professor of Economics
Member of Research Ethics Committee



Dr. Pragyesh Kumar Agrawal
Director,
Chairperson of Research Ethics Committee

