

Ramakrishna Mission Residential College (Autonomous)

Narendrapur, South 24 Parganas, West Bengal : 700103



affiliated to Calcutta University

College with Potential for Excellence

RUSA-funded Institution

DST-FIST Awarded College

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Code of Research Ethics of the College

**Adopted by the Research Ethics Committee in its
meeting dated 12.08.2017**

Prelude

Ramakrishna Mission Residential College (Autonomous), Narendrapur, situated at the outskirts of the cosmopolitan city Calcutta, has always been striving to involve its faculties and students in research works. The journey started in the last century, more than two decades before. However, with the establishment of Vivekananda Centre for Research and with the permission received from the parent university to start Ph.D. programmes, the entire endeavour got new momentum. The college has always felt that to refresh one's own knowledge for keeping pace with the changes and expansion happening every day in the field of his study, it is imperative for a teacher or learner to involve himself in the latest day research activities through literature studies, taking up small and/or large scale research projects, contributing in research conference, seminar, symposia, collaborating with other research groups and/or institutes etc. That the teaching is the principal mission laid down before a faculty member of a college in our country is undisputable. Yet, without remaining aware of the research activities of the world around, one cannot keep his teaching for undergraduate and post graduate programmes a living, exciting and innovating. At this backdrop, Ramakrishna Mission Residential College (Autonomous), Narendrapur, a residential autonomous college affiliated to University of Calcutta, has framed the General Policy of Research Promotion. This

policy is to be ordinarily adhered to by the Administrators, Faculty members, Supporting staff, Students and other allied stakeholders.

A. Research Ethics

1. Controlling Plagiarism

- RKMRC shall declare and implement the technology based mechanism using appropriate software so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of submission.
- Every student submitting a thesis, dissertation, or any other such documents to the RKMRC 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.
- The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the RKMRC.
- RKMRC shall develop a policy on plagiarism and get it approved by its relevant statutory bodies/authorities. The approved policy shall be placed on the homepage of the RKMRC website.

- Each supervisor shall submit a certificate indicating that the work done by the researcher under him / her is plagiarism free.
- RKMRC shall submit to INFLIBNET soft copies of all Research program's dissertations and thesis within a month after the award of degrees for hosting in the digital repository under the "*Shodh Ganga e-repository*".
- RKMRC shall create Institutional Repository on institute website which shall include dissertation / thesis / paper / publication and other in-house publications.

2. Checks of Plagiarism The checks for plagiarism shall exclude the following:

- All quoted work reproduced with all required consent.
- All references, bibliography, table of content, foreword and acknowledgements.
- All generic terms, laws, normal symbols and standards equations.
- It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

3. Quantifying Layers of Plagiarism : Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

- 0 type : Similarities upto 5% - Minor similarities, no penalty
- 1st type : Similarities above 5% to 30%
- 2nd type : Similarities above 30% to 40%
- 3rd type : Similarities above 40%

4. Departmental Plagiarism Checking Panel (DPCP)

- All Departments in RKMRC shall notify a DPCP whose composition shall be as given below:
 - Chairman : Head of the Department
 - Member - Senior academician from outside the department, to be nominated by the head of RKMRC.
 - Member - A person well versed with anti plagiarism tools, to be nominated by the Principal.
 - The tenure of the members shall be five years. The quorum for the meetings shall be 2 out of 3 members (including Chairman).

5. RKMRC Plagiarism Controlling and Monitoring Committee (RKMRCPCMC)

- RKMVM shall notify a RKMRCPCMC whose composition shall be as given below:
 - Chairman - Principal of the RKMRC.
 - Member - Senior Academician other than Chairman, to be nominated by the Head of RKMRC.
 - Member - One member nominated by the Head of RKMRC from outside the RKMRC
 - Member - A person well versed with anti-plagiarism tools, to be nominated by the Head of the RKMRC.
- The Chairman of DPCP and RKMRCPCMC shall not be the same. The tenure of the Committee members including Chairman shall be five years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

6. Consequences

Some sort of Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Research programs and on faculty & staff of the RKMRC only after such an academic misbehaviour has been proved. However, in all such cases should get the chance to defend himself. Once it is doubtlessly proved following penalties may be imposed by

RKMVM Plagiarism Controlling and Monitoring Committee
(RKMRCPCMC):

i. 1st type : Similarities above 5% to 30% - Such student shall be required to submit a revised paper/thesis within a time period not exceeding 6 months.

ii. 2nd type : Similarities above 30% to 40% - Such student shall be disqualified from submitting his thesis/paper for 2 years.

iii. 3rd type : Similarities above 40% - Registration of such student for that programme shall be cancelled.

Issued by the Principal of the College with the concurrence of the Concurrent authority.

Swami Bhudevananda

Principal