

Code of Ethics for faculties undertaking research and publication

Prelude

The objective of this handbook is to provide constructive guidelines for upholding integrity in research. Adherence to research ethics are of utmost importance for every researcher in the chosen field as it leads to more attention to the details of scientific research including qualitative analysis, quantitative & statistical techniques and to more solicitous association among researchers. Also, the trustworthiness of research with the common people depends on the maintenance of the highest ethical principles in research. In this regard, New Horizon College, Kasturinagar has a high degree of respect towards genuine researchers and their research work. Therefore this handbook intends to give a bird's eye view of the ethical code of conduct for the faculty members of the Institution involved in research.

Malpractice in research is defined as prevarication, misrepresentation, or plagiarism in proposing, performing, or appraising research or in reporting research outcomes. Such misconduct is viewed as a grave professional digression that is subject to huge penalties imposed by the Universities and professional associations.

The following code of ethics serves as common repository of generally accepted research practices for experienced researchers and as orientation to those beginning research careers.

Truthfulness

This is the most important attribute of a genuine researcher. The data, results, methods and procedure adopted for research must be honestly reported. Fabrication, misrepresentation and prevarication of data are an act of deception. Stealing of others data means stealing of one's intellectual property which is nothing but plagiarism. Plagiarism is viewed as the most detrimental factor for the downfall of research career. Therefore the researchers are instructed to be utmost diligent while incorporating any kind of data in their work.

Neutrality

A good researcher must always be un-biased in experimental design, data analysis, data interpretation, peer review, and other aspects of research where neutrality is expected or required. It is equally important to disclose personal or financial interests that may affect the research.

Integrity

Hold on to your pledges and promises; act with sincerity; strive for consistency of thought and action.

Carefulness

The researchers must examine and review their work carefully and maintain good records of research activities, such as data collection, research design, and correspondence with agencies or journals.

Ingenuousness

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

Reverence for Intellectual Property

Everyone's work and contributions must be duly recognized. Therefore the researchers must honor patents, copyrights, and other forms of intellectual property rights and should not use unpublished data, methods, or results without authorization. The work of others, if any, utilized in the research must be cited or credited appropriately, whether published or unpublished, written or oral or a material on website.

Secrecy

It is of prime importance for a researcher to maintain the confidentiality of research work such as papers or grants submitted for publication, personnel records, etc.

Conscientious Publication

Publication must be done in order to advance research and scholarship and not merely for career advancement. Hence deceptive and unwanted publication must be avoided.

Social Responsibility

A sense of social responsibility is one of the greatest characteristics of a good research work wherein the researcher must strive to address social issues in his/her research work in order to promote social well being and prevent or mitigate social harms.

Professional Competence

Every researcher must strive to maintain and improve professional competence and expertise through lifelong education and learning and avoid personal competence against fellow researchers.

Knowledge of related laws

Know and obey relevant laws, Institutional and governmental policies.

Human Subjects Protection

When undertaking research on human subjects, researchers must take due care to avert harms and risks and maximize benefits; respect every human being and their self esteem, privacy and independence.

Self-citations

In citing one's own unpublished work, a researcher must be cautious not to mean an unjustifiable status of a manuscript. A research paper should not be listed as submitted, in anticipation of submission. A paper should not be listed as approved for publication unless the author has received acknowledgment for publication from an editor or publisher.

Duplicate Publication

Same article, paper, abstract etc should not be published in two different journals or publications. Unexplained dual publication without citation is referred to as self-plagiarism

Rectification of Errors

In case an error, whether intentional or not is identified following publication, the researcher has an obligation to submit a rectification in a form specified by the editor or publisher.