

### 3.4.1. ADDITIONAL INFORMATION

**3.4.1: The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee**

#### 1. Research Advisory Committee

Research Advisory Committee is constituted in the college with the well experienced teaching faculty. The Principal of the Institution is the chairman of the Committee. The Committee provides policy guidelines and direction for the growth and development of research activities on Academic research, Consultancy, Industrial training etc. The scope of the activities envisaged for the committee include:

- To provide policy guidelines and direction for the growth and development of research activities
- To advice on thrust areas and disciplines for introducing research programmes and related activities for future development in research
- To suggest measures for improving existing infrastructural facilities both for academic and sponsored research and enhancing research ambience
- To recommend projects and suitable for availing concession if any from State and Central Governments.
- Advanced Studies & Research Committee is constituted for preparing plans for research and higher studies in the University and supervises the execution of the same.

#### Members of the Research Advisory Committee

| S.No. | Name & Designation                           | Status      |
|-------|----------------------------------------------|-------------|
| 1     | Dr P. SubbaLakshumma<br>Principal            | Chairman    |
| 2     | Dr P.Gurivi Reddy<br>Lecturer in Mathematics | Coordinator |
| 3     | Dr. Shazeeya Begum<br>Lecturer in Urdu       | Member      |

|   |                                                 |        |
|---|-------------------------------------------------|--------|
| 4 | Dr M.V.Ramanaiah<br>Lecturer in Physics         | Member |
| 5 | Dr P. Subramanyam<br>Lecturer in Botany         | Member |
| 6 | Dr M. Guru Mohan Reddy<br>Lecturer in Economics | Member |

## Minutes:

- To inculcate research process in Under graduate degree students leading to fetch a good quality dissertation report and the publications.
- To inculcate research methodology and its concepts in students quality research work and publications thereafter.
- To motivate students to create groups and work either on University thrust areas or new emerging areas in Sciences, Arts and Commerce.
- To motivate faculty and students for quality research through team / group formation on certain specific areas leading to establishment of centres of excellence, quality publications and patents.
- To spread & cultivate research habits and practices among all the faculty and students at large.
- To get the funding through research grants for specific projects from DST, MNRE, UGC, CSIR etc.

## 2. Ethics Committee

A Research Ethics Committee (REC) is constituted in the college with experienced faculty with an objective of multidisciplinary, independent, body charged for reviewing research involving human participants to ensure that their dignity, rights and welfare are protected. Research ethics committees have an important role to play in ensuring the ethical standards and scientific merit of research involving human subjects. There are three important obligations placed on the ethics committee. Firstly, and most importantly, the ethics committee must ensure that the rights of research participants are protected. This is achieved by ensuring that individuals receive sufficient information, which can be easily

understood, and ensuring that appropriate strategies are in place to protect participants from potential adverse consequences of the research. Secondly, the research ethics committee has an obligation to society which provides the resources for research and will ultimately be affected by the results. Thirdly, the research ethics committee has an obligation to the researcher. The research proposal should be treated with respect and consideration. The research ethics committee should strive to meet each of these obligations. All researchers should welcome the contribution made by research ethics committees to the research process because they help to ensure that research meets the high ethical and scientific standards expected by society.

### 3. Inclusion of Research Ethics in the research methodology course work

SKR & SKR GOVT. COLLEGE FOR WOMEN (A), KADAPA is autonomous college and it is affiliated to the Yogi Vemana University, Kadapa , and the research students are engaged in course work as per the guidelines and syllabus prescribed by the Yogi Vemana University. The course work examination is conducted and evaluated by the University. The syllabus is attached herewith.

#### Research Methodology Syllabus

Research and Types of research: Meaning of Research- Objectives of Research- Motivation in Research. Research methods vs Methodology. Types of research – Descriptive vs. Analytical, Applied vs. Fundamental, Quantitative vs. Qualitative, Conceptual vs. Empirical. Research Process. Criteria of good Research. Research Formulation – Defining and formulating the research problem - Selecting the problem - Necessity of defining the problem - Importance of literature review in defining a problem – Literature review – Primary and secondary sources – reviews, treatise, monographs-patents – web as a source – searching the web - Critical literature review – Identifying gap areas from literature review - Development of working hypothesis. Data Collection and analysis: Execution of the research - Observation and Collection of data - Methods of data collection – Modelling, Mathematical Models for research, Sampling Methods- Data processing and Analysis strategies. Data Analysis with Statistical Packages – Hypothesis-testing, Generalization-and Interpretation.

### **Reference Books:**

1. Garg, B.L., Karadia, R., Agarwal, F. and Agarwal, U.K., 2002. An introduction to Research Methodology, RBSA Publishers.
2. Kothari, C.R., 1990. Research Methodology: Methods and Techniques. New Age International. 418p.
3. Sinha, S.C. and Dhiman, A.K., 2002. Research Methodology, EssEss Publications. 2 volumes.
4. Trochim, W.M.K., 2005. Research Methods: the concise knowledge base, Atomic Dog Publishing. 270p.
5. Wadehra, B.L. 2000. Law relating to patents, trade marks, copyright designs and geographical indications. Universal Law Publishing.
6. Leedy, P.D. and Ormrod, J.E., 2004 Practical Research: Planning and Design, Prentice Hall.

### **4. Plagiarism check through authenticated software:**

1. Free online softwares are using to check plagiarism for minimum no of pages.
2. Ph.D thesis/ M.Phil dissertation/ Project works are sending to concern Universities to check plagiarism.
3. Plagiarism checker X Software is utilizing through official users.

### **Additional Information**

Research and development comprise of systematic work undertaken to enhance and increase the treasure of knowledge of people, culture, and society, and use of this treasure of knowledge to invent new applications for sustainable well-being. It is a culmination of activities original as well as innovative that encompass academic, professional, and technological domains. Research demands freedom of choice all the while comprehending their implications as well to maintain benchmarks requires rigor and integrity. Research shall therefore comply with ethical, legal, and professional bounds.

## **INSTITUTIONAL RESPONSIBILITIES:**

The Institution is committed to ensuring that all activities in particular those including research are facilitated to the highest of standards as well as upholding legal, ethical, and safety norms. The Institution thus; 1. Formulate research governance framework via policies and procedures; 2. Facilitates training and development programs and appropriate mentoring to enable skill up-gradation and consequential support for career development. 3. Provides research orientation for achieving excellence. 4. Institutes robust management systems that ensure compliance with set standards as well as systems for resolving disputes and prevent misconduct; also process for apt decision making and grievance redressal. 5. Provides apt infrastructure and resources, support, and services.

## **LEADERSHIP AND SUPERVISION:**

Leadership in the context of this code is to motivate/inspire to act in a way that benefits the Institution. Leaders are to facilitate research activities by assuredly upholding the integrity and sound governance and ethical practice, a culture of honesty, co-operation, and professionalism. As a supervisor, the leader is expected to exhibit apt competence in providing the training necessary to garner improved research results and acceptance by the stakeholders. The research supervisor shall maintain a professional supervisor–supervisee relationships and assign credit appropriately

## **TRAINING AND MENTORSHIP:**

It is the prerogative that the Institution lays policies to ensure all researchers receive apt training opportunities and ensuing supervision and required assistance to enable research of the highest standards. The academic departments are to facilitate directions and coordination to in filter the policies to all stakeholders. The academic departments shall therefore facilitate

Training programs i.e., coursework (research methodology, regulatory, equipment use, confidentiality, data management, record-keeping, data protection, and publication). The academic departments shall ensure the appropriate use of licensed research resources and IPR as well as gear up the concerned administrative and technical personnel for accurate recordkeeping and providing technical assistance for research. A research mentor, a knowledgeable, open-minded, supportive, and a good listener himself, in the context of this code, is expected to serve as a catalyst, a role model, and a coach that facilitates progressive research beneficial for all researchers and the like and in turn the Institution. The research mentor shall therefore inspire and demand disseminating research outcomes in the various publicizing medium such as conference, journal, and the like.

## **GOOD PRACTICE OF RESEARCH SCHOLARS:**

Some of the practices and attributes that research scholars must possess and exhibit that are deemed key for undertaking good research are; Sincerity and Dedication: Every research scholar should be sincere in the work culture. They should be dedicated and devote their time only to research works.

*Time Management:* Time spent on unproductive work will never fetch anything. Care should be taken to chart out a timeline for completing the given task and submit the thesis.

*Honesty:* Refers to being accurate and truthful about one's self, one's work, and in acknowledging the work of others; reporting all the findings; and making valid interpretations and claims.

*Rigour:* choose and adhere to appropriate methods; draw conclusions; and communicate the results.

*Transparency:* report data collection methods; analyze and interpret data; and make findings widely available, including to the general public. Respect and care: exhibit care for all research participants and the environment. Conduct respectfully towards other scholars, staff, and faculty.

*Trust:* Exhibit mutual trust to encourage the free exchange of ideas.

*Fairness:* Ensure fairness in institutional standards, practices, and procedures as well as in interactions between members of the research groups.

*Responsibility:* Uphold high standards of conduct in learning, teaching, and research responsibly for promoting academic integrity, among all members of the university.

*Legality:* Observe valid legal norms related to the conduct and publication of research, particularly in relation to copyright, the intellectual property rights of third parties, the terms and conditions regulating access to research resources, and the laws of libel.

**INTELLECTUAL PROPERTY RIGHTS (IPR):** The University deems fit to encourage and facilitate successful utilization of intellectual property rights. Intellectual Property is the product of innovative, diligent, creative, and intellectual effort. Types of IP are copyrights, patents, trademarks, and trade secrets.

### **Copyright**

Copyright is a legal term used to describe the rights that creators have over their literary and artistic works. Works covered by copyright range from books, music, paintings, sculpture, and films, to computer programs, databases, advertisements, maps, and technical drawings. Copyright does not protect ideas. It covers “tangible” forms of creations and original work—for example, art, music, architectural drawings, or even software codes. The copyright owner has the exclusive right to sell, publish, and/or reproduce any literary, musical, dramatic, artistic, or architectural work created by the author.

### **Patents**

A patent is an exclusive right granted for an invention. Generally speaking, a patent provides the patent owner with the right to decide how - or whether - the invention can be used by others. In exchange for this right, the patent owner makes technical information about the invention publicly available in the published patent document

## **Trademarks**

Trademarks are another familiar type of intellectual property rights protection. A trademark is a sign capable of distinguishing the goods or services of one enterprise from those of other enterprises. Trademarks date back to ancient times when artisans used to put their signature or "mark" on their products.