

# **RESEARCH ETHICS POLICY**

## **Introduction**

St. Xavier's College for Women (Autonomous), Aluva, is committed to promoting ethical research practices. This policy outlines the core principles and expectations for researchers to ensure the responsible conduct of research activities within the college.

### **5.4.1 Policy Statements**

- The college upholds universally accepted ethical protocols and complies with national laws in all research endeavours.
- Clear guidelines are provided to manage conflicts of interest and foster transparency in collaborative research.
- The rights and well-being of research subjects (animals, humans, or communities) are protected through strict ethical protocols.
- Well-defined roles and responsibilities for both mentors (guides) and mentees (scholars) are established to promote a productive and supportive research environment.

## **Procedures**

### **5.4.2 Ethical Research Conduct:**

- The process and outcome of research should not conflict with the college's interests or societal well-being.
- Research must be free from plagiarism and fraud.
- All researchers must follow anti-plagiarism guidelines set by Mahatma Gandhi University.
- Research activities must comply with regulations established by UGC, the affiliating university, and the college's Academic Council.
- Researchers are responsible for the content of their publications, and the college will not be involved in publication disputes.
- The Research Advisory Council (RDC) addresses research misconduct allegations.

### **5.4.3 Managing Conflicts of Interest:**

- Researchers involved in collaborative research with external agencies must ensure no conflict of interest exists.
- Collaborators' contributions should be acknowledged.
- Permission from authorities and the RAC is required before applying for patents/licenses related to research outputs.
- The college may publish research outputs generated by scholars on its portal or media without prior permission.
- The RAC addresses any conflicts of interest between researchers and research groups.

### **5.4.4 Protecting Research Subjects:**

- All animal experiments require prior approval from the Ethics Committee. Researchers must comply with all relevant regulations, rules, and laws.
- Research involving children or disabled persons requires prior permission from parents/guardians and must not violate their emotional or societal well-being.

### **5.4.5 Mentor-Mentee Roles and Responsibilities**

**Mentor Responsibilities:** Maintain expertise through continuous learning to provide up-to-date guidance, offer constructive criticism and positive reinforcement to encourage mentee growth, provide clear and defined roles for focused research efforts, and ensure mentee workloads prioritize activities that maximize learning and research progress.

**Mentee/Scholar Responsibilities:** Demonstrate a strong work ethic, strive for excellence and knowledge advancement, maintain integrity in all research aspects, foster a positive and collaborative environment, and ensure compliance with ethical and legal guidelines.

### **5.4.6 Consequences**

Penalties may include written warnings or dismissal in severe cases. Additionally, plagiarism will be penalized according to the College and M.G. University's Plagiarism Policy.

#### **5.4.7 Policy governance structure**

- Principal as the Chairperson
- Manager
- Vice Principal
- The IQAC coordinator
- The Dean of Research
- Research Ethics Committee
- Research Guides

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