



SSM COLLEGE OF ENGINEERING

DIVAR PARIHASPORA PATTAN, KASHMIR - PIN 193121

(Approved & Recognized by AICTE New Delhi & Govt. of J&K)

Affiliated to the University of Kashmir

CODE OF ETHICS

EXAMINATION MALPRACTICES AND PLAGIARISM

SSM College of Engineering

Parihaspora Pattan Baramulla Kashmir-193121

Code of Ethics to Check Malpractices and Plagiarism in Academics and Research

1. Introduction:

Ethics and honesty are the two most important components of the academic activities (be it teaching or research). Teaching & Research is a novel profession based on extremely high moral values. Cheating during the internal and external examinations is a dishonest behavior, which needs to be cured under code of ethics for examinations. Similarly plagiarism is unethical practice which is growing very fast in today's era of easy access to any body's creative work through internet.

2. Title and Scope:

The Policy shall be known as SSM College of Engineering policy for prevention of Malpractices Plagiarism 2018. The Policy shall be applicable to all researchers and students of SSM College of Engineering for the award of any certificate course, diploma, degree, research papers submitted in any local/national/ international journal and books or any book chapters. It shall cover any sort of Plagiarism be it due to negligence or dishonesty or resorting to malpractices in examination.

3. Objective:

SSM College of Engineering has adopted the policy to achieve following objects:

- a) To create academic awareness about responsible conduct of research, study, project, assignment, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among students, researchers, faculty and other members of academic staff as well as any employee of the Institute.
- b) To establish Institutional mechanism through education and training to facilitate responsible conduct of research, study, project work, assignment, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- c) To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty or staff committing the act of plagiarism.
- d) To identify any act of dishonesty in a research work.

4. Malpractices in Examinations:

SSM College of Engineering strictly adheres to the code of conduct prescribed under the statutes of the affiliating University for examinations. Malpractices such as copying, using cell phones or answers from texts or guides and consulting anybody during examination are completely banned. Any student found guilty is reported to the College Authorities for appropriate action. Cheating, dishonest behavior usually in tests or examination is spelled out as under:

- a) Unless explicitly authorized by the course instructor or examiner, using books, notes, diagrams, electronic devices, or any other aids during an examination, either in the examination room itself or when permitted to leave temporarily.
- b) Copying from the work of other students.
- c) Impersonation to appear for the examination in place of other student.
- d) Communicating with others during an examination to give or receive information, either in the examination room or outside it.

- e) Commissioning or allowing another person to write an examination on one's behalf.
- f) Not following Examination rules.
- g) Using for personal advantage or communicating to other students, advance knowledge of the content of an examination.
- h) Altering answers on an assignment or examination that has been returned.

5. Plagiarism:

It is the prime responsibility of the Institute or individual to distinguish original content from plagiarized work. The detection of plagiarism is a judgment to be made by a person who understands the subject and who is also aware of the definition of plagiarism. Such person should also be aware of the tools available to detect the plagiarism.

The Institute shall use the best tools/software to detect plagiarism. It is of an utmost important to educate the student and teaching staff about what constitutes plagiarism, how it is detected and of course the action that is going to follow if plagiarism is proved.

6. Detection of Plagiarism:

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7. Procedure for handling Malpractices in Examination:

a) Committee for prevention of unfair-means in Examination.

The College shall have a Committee for prevention of unfair-means in Examination comprising of the following members:-

1. Dean Academics.
2. Registrar
3. Controller of Examination.
4. Head of the concerned department.
5. One member nominated by Chairman/VCP of the College.

b) Procedural Fairness Adopted by Committee for prevention of unfair-means in Examination.

Be informed of the allegations against them in sufficient detail to enable them to understand the precise nature of the allegations and to properly consider and respond.

- Have a reasonable period of time within which to respond to the allegations against them.
- Have the matter resolved in a timely manner.
- Impartiality in any investigation process.
- An absence of bias in any decision making.

c) Action and penalties for resorting to unfair-means in Examination:-

- Warning for future.
- Fine.
- Rustication/Debarring for appearing in Examination for limited period.
- Permanent Rustication/Cancellation of Admission.

8. Procedure for handling alleged Plagiarism:

a) Research Malpractice Committee (RMC):

The College shall have Research Malpractice Committee comprising following members:

1. Dean Academics.
2. Head of the concerned department.
3. Two members nominated by the Chairman of the College.

The Dean of the Institute shall prepare the report with regard to plagiarism and submitted the same to the Research Malpractice Committee.

b) Procedural Fairness:

The Institution is committed to deal with alleged plagiarism in accordance with the principles of procedural fairness, including the right to:

- Be informed of the allegations against them in sufficient detail to enable them to understand the precise nature of the allegations and to properly consider and respond.
- Have a reasonable period of time within which to respond to the allegations against them.
- Have the matter resolved in a timely manner.
- Impartiality in any investigation process.
- An absence of bias in any decision making.

c) Identification and Assessment of Alleged Plagiarism:

Where an examiner detects or is made aware of alleged plagiarism by any person, the examiner must report the alleged plagiarism to Research Malpractices Committee which confirms first if there is a plagiarism or not; if it is, then whether it is negligent or dishonest type and what is the degree of plagiarism. This empowered body will then submit its report along with its recommendation to the College authority empowered to take disciplinary actions. The severity of plagiarism can be categorized as:

Plagiarism would be quantified into following three levels in ascending order of severity for the purpose of its definition:

Similarities up to 10% - excluded

Level -1: Similarities above 10 to 40%

Level -2: Similarities above 40 to 60%

Level- 3: Similarities above 60%

d) Counseling:

As the detection of plagiarism and steps to prevent it are important, equally important is to educate students about the dangers of plagiarism. The Institution may take steps to strengthen the moral of students so that they do not take support of the unfair-means.

9. Action and Penalties:

The Research Malpractice Committee will examine the report and establish whether there is a plagiarism or not, and the level thereof if detected any plagiarism. The committee of experts will use the best possible software's for the purpose for detecting the plagiarism. The Committee shall submit the report of the findings along with the penalties to be imposed on the guilty.

Any researcher who is found of guilty of plagiarism may be subjected to one or more of the following penalties as per the recommendations of Research Malpractice Committee depending on the severity of crime.

- a) Rejection of work.
- b) Fine or warning.
- c) Rustication for limited period.
- d) Permanent Rustication/Cancellation of registration for the scholar and debarring him from re-admission.
- e) Debarring the concerned faculty member from acting as supervisor for 5 years.
- f) Withholding the increments of the concerned faculty member as per the severity.
- g) Withdrawal of degree of the guilty scholar.

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Issued by SSM College of Engineering

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