

Research Ethics Committee (REC)

1. The Department would constitute a Research Ethics Committee (REC) at the beginning of each academic year, and forward the information regarding the same to the Dean of Faculty of Social Sciences. Information on the constitution of the REC will also be communicated to students.
2. The Committee will be constituted by the Head of the Department for a tenure period of one year.
3. It will consist of three members – One Associate Professor/Professor and two Assistant Professors.
4. The REC will be headed by the Associate Professor/Professor.
5. The Committee will look into complaints forwarded by faculty members on student assignments and other examination related offenses. In this context, plagiarism would mean:
 - a. Using someone else's words or ideas and pass them off as one's own.
 - b. It would include using texts written by others without acknowledging the author.

Other examination offenses would include copying answers from others or retrieving information for answers via electronic resources during examinations, which includes mobile phones.

6. The complaints shall be forwarded by individual faculty members to the Head of Department along with the assignment in soft as well as hard copy; in the case of other examination offenses, a report accompanied by the examination script concerned must be forwarded to the Head of Department. The Head of Department will forward these documentation to the REC.
7. The Committee will verify if there have been issues of plagiarism or other kinds of offenses in the complaints forwarded, and would recommend necessary action. Until the complaint is investigated and a report is submitted by the REC to the Head of Department, the assignment or the examination answer script concerned will not be graded.
8. The Committee may, at its own discretion, also look into complaints of copying of one student's assignment by other students.
9. The decisions and recommendations of the Committee will be forwarded to the SAU administration for necessary action. The decisions and recommendations of the Committee are not open for review.