



PSN College of Engineering and Technology (Autonomous)

Academic Integrity

Scope and Purpose

This Policy on academic integrity, which forms an integral part of the Code, applies to all students at the College and are required to adhere to the said policy.

Failure to uphold these principles of academic integrity threatens both the reputation of the college and the value of the degrees awarded to its students. Every member of the college therefore bears a responsibility for ensuring that the highest standards of academic integrity are upheld.

The principles of academic integrity require that a student,

- properly acknowledges and cites use of the ideas, results, material or words of others.
- properly acknowledges all contributors to a given piece of work.
- makes sure that all work submitted as his or her own in a course or other academic activity is produced without the aid of impermissible materials or collaboration.
- obtains all data or results by ethical means and reports them accurately without suppressing any results inconsistent with his or her interpretation or conclusions.
- treats all other students in an ethical manner, respecting their integrity and right to pursue their educational goals without interference. This requires that a student neither facilitates academic dishonesty by others nor obstructs their academic progress.



Violations of this policy include, but are not limited to:

Plagiarism means the use of material, ideas, figures, code or data as one's own, without appropriately acknowledging the original source. This may involve submission of material, verbatim or paraphrased, that is authored by another person or published earlier by oneself.

Examples of plagiarism include:

- (a) Reproducing, in whole or part, text/sentences from a report, book, thesis, publication or the internet.
- (b) Reproducing one's own previously published data, illustrations, figures, images, or someone else's data, etc.
- (c) Taking material from class-notes or incorporating material from the internet graphs, drawings, photographs, diagrams, tables, spreadsheets, computer programs, or other non-textual material from other sources into one's class reports, presentations, manuscripts, research papers or thesis without proper attribution.
- (d) Self-plagiarism which constitutes copying verbatim from one's own earlier published work in a journal or conference proceedings without appropriate citations.
- (e) Submitting a purchased or downloaded term paper or other materials to satisfy a course requirement.
- (f) Paraphrasing or changing an author's words or style without citation

Cheating:

Cheating includes, but is not limited to:

- (a) Copying during examinations, and copying of homework assignments, term papers, theses or manuscripts.
- (b) Allowing or facilitating copying, or writing a report or taking examination for someone else.
- (c) Using unauthorized material, copying, collaborating when not authorized, and purchasing or borrowing papers or material from various sources.
- (d) Fabricating (making up) or falsifying (manipulating) data and reporting them in thesis and publications.
- (e) Creating sources, or citations that do not exist
- (f) Altering previously evaluated and re-submitting the work for re-evaluation
- (g) Signing another student's name on an assignment, report, research paper, thesis or attendance sheet

Conflict of Interest:

A clash of personal or private interests with professional activities can lead to a potential conflict of interest, in diverse activities such as teaching, research, publication, working on committees, research funding and consultancy. It is necessary to protect actual professional independence, objectivity and commitment, and also to avoid an appearance of any impropriety arising from conflicts of interest.

Conflict of interest is not restricted to personal financial gain; it extends to a large gamut of professional academic activities including peer reviewing, serving on various committees, which may, for example, oversee funding or give recognition, as well as influencing public policy.

To promote transparency and enhance credibility, potential conflicts of interests must be disclosed in writing to appropriate authorities, so that a considered decision can be made on a case-by-case basis.

Guidelines for academic conduct are provided below to guard against negligence as well as deliberate dishonesty:

- (a) Use proper methodology for experiments and computational work. Accurately describe and compile data.
- (b) Carefully record and save primary and secondary data such as original pictures, instrument data readouts, laboratory notebooks, and computer folders. There should be minimal digital manipulation of

images/photos; the original version should be saved for later scrutiny, if required, and the changes made should be clearly described.

- (c) Ensure robust reproducibility and statistical analysis of experiments and simulations. It is important to be truthful about the data and not to omit some data points to make an impressive figure (commonly known as “cherry picking”).
- (d) Laboratory notes must be well maintained in bound notebooks with printed page numbers to enable checking later during publications or patenting. Date should be indicated on each page.
- (e) Write clearly in your own words. It is necessary to resist the temptation to “copy and paste” from the Internet or other sources for class assignments, manuscripts and thesis.
- (f) Give due credit to previous reports, methods, computer programs, etc. with appropriate citations. Material taken from your own published work should also be cited; as mentioned above, it will be considered self-plagiarism otherwise.

Individual and Collective Responsibility:

Student roles: Before submitting a thesis (M.E., M.Tech., or PhD) to the department, the student is responsible for checking the thesis for plagiarism using software that is available on the website. In addition, the student should undertake that he/she is aware of the academic guidelines of the College, has checked the document for plagiarism, and that the thesis is original work. A web-check does not necessarily rule out plagiarism. If a student observes or becomes aware of any violations of the academic integrity policy he/she is strongly encouraged to report the misconduct in a timely manner.

Faculty roles: Faculty members should ensure that proper methods are followed for experiments, computations and theoretical developments, and that data are properly recorded and saved for future reference. In addition, they should review manuscripts and theses carefully. Faculty members are also responsible for ensuring personal compliance with the above broad issues relating to academic integrity. Faculty members are expected to inform students of the college academic integrity policy within their specific courses, to ensure minimal academic dishonesty, and to respond appropriately and timely to violations of academic integrity.

Institutional roles: A breach of academic integrity is a serious offence with long lasting consequences for both the individual and the college, and this can lead to various sanctions. In the case of a student the first violation of academic breach will lead to a warning. A repeat offence, if deemed sufficiently serious, could lead to expulsion. It is recommended that faculty bring any academic violations to the notice of the Director (Research). Upon receipt of reports of scientific misconduct, the Director may appoint a committee to investigate the matter and suggest appropriate measures on a case by case basis.

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