



ST. XAVIER'S INSTITUTE OF EDUCATION

RESEARCH POLICY

1.0 Introduction

Research is an integral part of St. Xavier's Institute of Education and effort is made to encourage research among staff and students. Institution nurtures faculty driven research projects within and outside the institutions. The institution is a Ph.D. centre and affiliated to the University of Mumbai. The research conducted is mainly based on the teaching-learning, student related, classroom management, technology based learning and other related areas for improving the teaching-learning process.

The institution encourages the research through sponsored research and action research. The sponsored research work must follow the guidelines of the sponsoring agency. The researchers engaged in sponsored research must submit all reports as required by the sponsoring agencies.

In order to conduct action research, a strong relationship between the internship schools and the institution is developed. The problems adopted for action research are the observed problems in schools, and data are collected with reference to the problems and action plans are developed customised for the school in which the research is conducted. All research work is properly documented in a research project which has to be submitted by all who are conducting research. The students working for action research are trained by the staff in charge. All staff are given guidelines by the staff coordinators who are in charge of action research.

The institution follows a code of ethics for research. The code applies to all staff and students. The code complements and upholds the ethical research codes set by the University of Mumbai, University Grants Commission, Government of India or any reputed professional or regulatory body and does not replace them. The code upholds the institution's vision and mission and also satisfies the regulations of the institution. The code of ethics is a dynamic document and is amenable to revision as given by regulatory authorities.

2.0 General Guiding Principles for conducting Research

St. Xavier's Institute of Education is committed to academic research and is committed to develop new knowledge for enlightenment and empowerment for social transformation. St. Xavier's Institute of Education aims to maintain high standards in research, with the highest quality standards. The code of conduct is binding to all faculty and students.

2.1 Strive for Excellence with Research

Research is a product of innovations taking place in classrooms and other practicum activities that the staff and students engage in and reflect upon. Research activates the spirit of excellence which is a part of the institution's commitment to the knowledge creation process. Research in the institution has to contribute significantly to the social, political, cultural and economic progress of the society.

Research will benefit the student teachers and enhance their own understanding of the classroom set up and prepare them to be better teachers. Research in the institution is focussed for the overall well-being of all involved in research. The final product of the research can be used for submitting research papers for dissemination.

2.2 Professional conduct of research participants

All researchers will participate in research with utmost research integrity and collaboration with other researchers and stakeholders. Researchers must uphold the code of conduct for researchers and maintain the reputation of the institution. Researchers are not advised to compromise on trust and honesty based on personal or financial conditions. Research process must follow a transparent manner based on scientific principles.

2.3 Collaboration for research

The institution members can collaborate with staff, students and researchers of other institutions to obtain the maximum output of research with respect to the objectives it is designed for. Collaborative research is encouraged to develop networking between institutions and collaborate with professionals and other reputed institutions. The institution encourages peer review and collaboration for improving the research quality

2.4 Dissemination of Research work, Publication and Authorship

Research work conducted at minor or major level must be disseminated in journals/magazines/newsletter of repute. Researchers must do a thorough review and must also project the need for the study while publishing. The duplication of any research work is strictly prohibited. Researchers are encouraged to apply the findings of their research in the classroom. Researchers must acknowledge work and must avoid plagiarism of all types. Researchers must make themselves aware of all the ethics of publication. All research data must be confidential and must translate to research findings keeping in mind proper procedures of analysis of data.

2.5 Support for Research

The institution can provide the support to all researchers for carrying out their research as decided by the Principal and staff from time to time.

2.6 Research Ethics committee and Code of conduct for research

Responsibilities of the Ethics Committee

The members of the Ethics committee...

- Must prepare and revise the ethics for research work carried out in the institution.
- Competently review and evaluate all research work to check all the ethical aspects.
- Must ensure that there is no bias or influence in the research work carried out
- Must focus on multidisciplinary (combining or involving several academic disciplines or professional specializations in an approach to a topic or problem.) approach to research.
- Must be in accordance with the current values and ethos of the nation and institution.

The Research Ethics will be decided in consensus with all the members of the Research Ethics committee and once finalised will be binding on them.

RESEARCH ETHICS

1. All those involved in any kind of research work keep themselves constantly updated on current research work in their respective areas and build professional competency for research.
2. Research guides conduct researches with due autonomy to the researchers to decide their topic of interest and research procedures if it fits into the correct parameters of research.
3. All researchers will collect informed consent from participants before collecting data or any kind of information required for their research.
4. All researchers are required to maintain privacy and confidentiality of the data collected and protect the identity of the participating school/participant as the case may be.
5. The participants of research will not engage in deceptive practices followed in the institute for research. for eg: accepting of gifts
6. Researchers will see that they and their students avoid plagiarism in any research activity as well as research publication.
7. Researchers must avoid data manipulation and misrepresentation during research.
8. All researchers are expected to follow the rules and procedures of the Scientific method for research and thus avoid Scientific misconduct.
9. All participating in research must maintain honesty and integrity throughout the research process.
10. All researchers are encouraged to disseminate their work either within or outside the institution's publications or both, whichever is possible.

NOTE:

The research policy will follow all the guidelines of the UGC from time to time. The following are the links to the UGC documents related to plagiarism and publications ethics which will be followed by the institute.

ACADEMIC INTEGRITY UGCGAZETTE 2018

https://www.ugc.ac.in/pdfnews/7771545_academic-integrity-Regulation2018.pdf

UGC CARE LIST

<https://ugccare.unipune.ac.in/apps1/home/index>

GOOD ACADEMIC RESEARCH PRACTICES Sept, 2020

https://ugc.ac.in/e-book/UGC_GARP_2020_Good%20Academic%20Research%20Practices.pdf