From: Dr. Nitin Malik

To: Vice-Chancellor,
Committee Members,
Dean Academics, Registrar

Date: 8 June 2020

Cc: Hon'ble GB, Dy Dean-RDIL

Minutes of Meeting – Ethics Committee AY2020-21

An online meeting of **Ethics Committee members was held on 08 June 2020 under the Chairmanship of Prof. Prem Vrat** at 2:30 PM in the Conference Room of the University.
The Following members attended the Meeting:

Chairperson	Prof. Prem Vrat	Professor of Eminence & Chief Mentor
Members	Dr. Archana Sarma, SoL *A. Sarma* Dr Vaishali Sahu, CEE Dr Satnam Singh, ME Dr Bharti Arora, APS	Dept. Experts
	Prof. I K Varma	Distinguished Research Professor & External Expert
Convener	Dr. Nitin Malik, CSE	Dept. Expert

The meeting started with the formal welcome address to all the members of the Ethics Committee by the Convenor. The agenda of the meeting was explained to all the members. The main agenda of the meeting were:

Agenda Item 1: Discussion on points discussed in the previous meeting.

The meeting started with the discussion on the action taken on the points discussed in the previous meeting.

- **Reconstitution of Ethics Committee**
- **Resource guides on Ethics**
- **Research Integrity**
- **Turnitin guidelines**

Agenda Item 2: Confidentiality and Privacy concerns in Research

It has been decided to ensure the following items while faculty conducts research

- **Anonymity and Confidentiality:**

  Researchers must protect the privacy and confidentiality of participants' data and identities.

- **Data Security:**
  Researchers must implement robust data security measures to prevent unauthorized access or disclosure of sensitive information.

Agenda Item 3: Informed consent in Research

There has to be an informed consent from the participants in research. The following points has been finalised.

- It should tell the participants what they are being asked to do, by whom, and for what purpose. Participants must know the identity of the researcher, his or her affiliations if any, and whom to contact for information if they have problems with the research process.
- It should inform the participants of any risks they might be taking by participating in the research.
- It should inform the participants what rights they have in the process, particularly the right of review of material and the right to withdraw from the process.
- It should indicate whether or not participants' names will be used in the study, whether any other names will be used, or whether pseudonyms will be substituted.

- It should indicate how the results of the study will be disseminated and whether participants can expect to benefit in any way, monetarily or otherwise, from participating in the study.

Agenda Item 4: Misuse of Turnitin

It has come to the notice that there have been few instances of misuse of Turnitin, specifically in the form of making some minor changes to a document and then checking it on Turnitin multiple times in short span of time.

Turnitin is a tool designed to promote academic integrity by detecting and preventing plagiarism. However, using the software in a manner that involves making multiple changes to a document to circumvent its plagiarism checks is not in line with the ethical standards we expect.

Therefore it is requested to the users to have a judicious use of the software.

The meeting ended with the vote of thanks.

Convener