



NAGINDAS KHANDWALA COLLEGE

(Empowered Autonomous)

Academic Integrity and Ethical Academic Conduct Policy

For MALAD KANDIVLI EDUCATION SOCIETY

A handwritten signature in blue ink, appearing to read 'A. J. Kulkarni'.

Hon. Secretary/ Hon. Treasurer

Datta
PRINCIPAL
NAGINDAS KHANDWALA COLLEGE OF COMMERCE
ARTS & MANAGEMENT STUDIES AND SHANTABEN
NAGINDAS KHANDWALA COLLEGE OF SCIENCE
(AUTONOMOUS)
MALAD (W), MUMBAI - 400 064.

Academic Integrity and Ethical Academic Conduct Policy

1. Introduction

Academic integrity is fundamental to the mission of educational institutions. It supports the credibility of academic qualifications, the pursuit of knowledge, and the trust placed in academic work. This policy establishes a framework for maintaining high standards of honesty, responsibility, fairness, and ethical behaviour in all academic activities.

2. Purpose

The purpose of this policy is to:

- Promote a culture of honesty, trust, and accountability in academic and research activities.
- Define acceptable and unacceptable academic practices.
- Provide guidance on ethical academic conduct.
- Establish procedures for preventing, identifying, and addressing academic misconduct.

3. Scope

This policy applies to all members of the academic community, including but not limited to:

- Students
- Faculty members
- Researchers
- Administrative and academic staff

It covers all academic, instructional, research, assessment, and scholarly activities conducted under the institution's authority.

4. Academic Integrity Principles

The institution upholds the following core principles of academic integrity:

- **Honesty:** Presenting one's own work truthfully and acknowledging the contributions of others.
- **Trust:** Fostering confidence in the integrity of academic processes and outcomes.
- **Fairness:** Ensuring equitable treatment and consistent application of standards.

- Respect: Valuing intellectual property, diverse perspectives, and academic freedom.
- Responsibility: Taking accountability for individual and collective academic conduct.

Violations of academic integrity include, but are not limited to, plagiarism, cheating, fabrication or falsification of data, unauthorized collaboration, and misuse of academic resources.

5. Research Integrity

Research conducted under the institution's auspices must adhere to the highest ethical and professional standards. Research integrity includes:

- Accurate collection, analysis, and reporting of data.
- Proper attribution of authorship and acknowledgment of contributions.
- Compliance with ethical approval processes and regulatory requirements.
- Responsible management of research data and materials.
- Avoidance of conflicts of interest.

Any form of research misconduct, including fabrication, falsification, or plagiarism, is strictly prohibited.

6. Ethical Academic Conduct

Ethical academic conduct requires all members of the academic community to:

- Act professionally and responsibly in teaching, learning, and research.
- Respect institutional policies, academic freedom, and diversity.
- Avoid behaviours that undermine academic standards or institutional reputation.
- Use artificial intelligence, digital tools, and emerging technologies responsibly and in accordance with institutional guidelines.

7. Preventative Measures

To promote academic integrity, the institution commits to:

- Providing education and training on academic integrity and ethics.
- Clearly communicating expectations and standards.
- Designing assessments that reduce opportunities for misconduct.
- Offering academic support and resources to prevent unintentional violations.

- Encouraging open dialogue and mentorship on ethical academic practices.

8. Actions, Penalties, and Appeals

Actions: Alleged violations of this policy will be investigated through established institutional procedures, ensuring fairness, confidentiality, and due process.

Penalties: Sanctions will be proportionate to the severity and nature of the violation and may include:

- Formal warnings.
- Academic penalties (e.g., reduced grades, failure of assessment or course)
- Suspension or dismissal

Appeals: Individuals have the right to appeal decisions or penalties through formal appeal mechanisms, as defined by institutional regulations.

9. Conclusion

Academic integrity and ethical conduct are shared responsibilities essential to the credibility and excellence of the academic community. By adhering to this policy, all members contribute to a culture of trust, respect, and scholarly excellence that supports learning, research, and societal advancement.