



St. Anthony's College

A Don Bosco Institution

Bomfyle Road, Shillong
Meghalaya-793001

ETHICS POLICY

Composition and Membership

The Ethics Committee of St Anthony's College is constituted by the Principal as Chairman, the Vice-Principal as Vice-Chairman and other members drawn from the management and the faculty members. All members from the faculty are to be drawn from among the permanent staff of the College. A Coordinator and an Assistant Coordinator are appointed from among the faculty members. The total number of members should not exceed 10 (ten). All members are appointed by the management.

The duration of membership shall be for 3 years. A member can be replaced in the event of death or long-term non-availability, retirement, resignation or for any action not commensurate with the responsibilities related to the Ethics Committee. A member may be relieved from his/her responsibilities on grounds of poor health or any other genuine reason rendering him/her incapable of continuing as member.

The Committee shall meet at least twice in a year. The quorum is fixed at 50% of the total strength of the Committee. All decisions taken in meetings are subject to final approval by the College management.

The Chairman will convene and conduct all meetings of the Ethics Committee. If for reasons beyond control, the Chairman is not available, the Vice-Chairman will conduct the meeting. The Coordinator is responsible for maintaining the records and communicating with all concerned. In the event of the Coordinator being unable to discharge this responsibility due to unavoidable circumstances, the responsibility may be delegated to the Assistant Coordinator.

Role of the Committee

Matters concerning the adherence to ethical guidelines in conducting research involving animal models and human participants are dealt with by the Institutional Ethics Committee (IEC). Other ethical issues come within the ambit of the Ethics Committee. The role of the Ethics Committee is to take up matters concerning ethical issues in the College. When its attention is drawn to such issues, the Committee will deliberate on them and make recommendations to the management.

The Ethics Committee seeks to discourage and check plagiarism in research. With new changes in the field of higher education, research activity will be an established practice in the institution in the near future. It will be the endeavor of the committee to acquire and utilize anti-plagiarism tools to check plagiarism in research.



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Integrity in examinations and writing assignments is also sought to be promoted by the Committee. Malpractices during examinations are viewed seriously and disciplinary action is usually recommended against erring students. The use of AI chatbots in composing written content for the purpose of writing assignments is not encouraged. Measures to check this unethical practice are being explored.

The Committee seeks to encourage teachers, non-teaching staff, students and members of the management to adhere to a responsible pattern of conduct and demeanor expected of them by the community. They are expected to manage their private affairs in a manner consistent with the dignity of the profession.

The teachers are expected to refrain from practicing nepotism or any other act of giving undue favor to students on any ground. They are also not expected to indulge in discrimination against students on any ground.

(Br. Dr. Albert L Dkhar)
Principal,
St. Anthony's College Shillong



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