



Academic Integrity Policy

PURPOSE

1. Sri Venkateshwara College of Engineering want to uphold academic integrity through its policies and procedures, plans and activities.
2. This Policy sets out the principles, responsibilities, and practices that underpin the Venkateshwara college of Engineering commitment in promoting and upholding academic integrity. Academic integrity is vital to sustain ethical standards in all aspects of academic activities.

Scope

1. This Policy applies to all students seeking admission to Venkateshwara college of Engineering in any of the UG/PG programmes.
2. The Policy applies to all academic and professional staff engaged in learning, teaching, and research work and handling the UG/PG/Research programmes in Venkateshwara College of Engineering.
3. This Policy should be read in conjunction with the University's Rules, policies and procedures which address academic and research aspects.
4. Staff and students are required to uphold the principles and values of academic integrity as a shared responsibility across all learning and teaching activities.
5. Academic integrity information and resources are provided to applicants seeking admission, prospective and current students and staff, to support the development of good practices in maintaining academic integrity and positive educational outcomes.
6. Alleged breaches of academic integrity are monitored as per the norms and procedures of college and University guidelines with fairness.

Academic Integrity Principles

Academic integrity informs our behaviour and actions in learning, teaching, and research as follows:

- a. Academic integrity is fundamental to learning, teaching, research, It involves using, generating, and communicating information in an ethical, honest and responsible manner;
- b. The college is committed to fostering a collective culture of awareness and development that empowers all staff and students to become champions of academic integrity; and
- c. Academic integrity is a commitment to and active engagement with the six interconnected values of honesty, respect, trust, responsibility, fairness, and courage in academic scholarship and scholarly activities.

Academic Integrity Values

Sri Venkateshwara College of Engineering expects the following academic integrity values to be applied by staff and students engaged in learning, teaching and research:

- a) Honesty: the foundation of integrity and the prerequisite for full realisation of trust, fairness, respect, and responsibility, encouraging openness, and acknowledging / giving credit where required;
- b) Respect: valuing diversity, being inclusive, listening to others' viewpoints, and treating others fairly in a context of academic development.
- c) Trust: reciprocal, and refers to being reliable, applying academic standards unfailingly and fairly, and acting with genuineness;
- d) Responsibility: being proactive, taking ownership, and holding oneself and others accountable;
- e) Fairness: communicating clear and reasonable expectations, acting predictably and transparently, responding consistently (including impartial treatment), and engaging equitably; and
- f) Courage: a willingness to hold oneself and others to highest standard of academic integrity even in challenging circumstances.

Shared Responsibility for Academic Integrity

The pursuit of academic integrity is a shared responsibility among staff and students to:

- a. demonstrate and uphold the college/University's academic integrity values;
- b. embed, promote and maintain a positive culture that supports the college/University's academic integrity values;
- c. be familiar with the policies, procedures, and supporting materials that promote and uphold academic integrity;
- d. access and use information, applications, and systems in a manner authorised by the college/University;
- e. act in accordance with this Policy in respect to their academic conduct and whilst engaging in any academic exercise; and
- f. report any suspected breaches of academic integrity as per the college norms

It is the responsibility of all students of the college to:

- a. conduct their learning practices in accordance with the College academic norms

It is the responsibility of the college to:

- a. provide a supportive, inclusive, and safe learning environment;
- b. provide resources and support to staff to assist them in providing appropriate academic integrity guidance and relevant feedback to students;
- c. provide resources and support to students to develop their knowledge and skills in academic integrity;
- d. provide appropriate mechanisms for all members of the College to report alleged breaches of academic integrity in an accessible, anonymous and confidential manner;
- e. maintain transparent and accessible policies and procedures regarding the management of alleged academic misconduct; and

Academic Integrity Training

1. Academic integrity training is followed in SVCE to educate, build nurture create a discipline among all students.
2. Students who will not complete the relevant mandatory training within a specified timeframe will be prevented from accessing further learning process.
3. Students found to have engaged in academic misconduct may be required to complete additional training.
4. Staffs are required to satisfactorily complete the training relevant to them.

Academic Conduct

When setting or engaging with an academic exercise, the pursuit of academic integrity is supported by an understanding of acceptable and unacceptable academic conduct in learning, teaching, and research.

Acceptable Academic Conduct

- (1) The practise of performing academic work responsibly, honestly, and in a proper academic style, using appropriate reference, and identifying all information sources is known as acceptable academic behaviour.
- (2) The following acceptable academic practises in learning, teaching, and research support acceptable academic behaviour, but they are not the only ones:

Authorship	recognises the efforts made by individuals who have published a work or contributed to a research project. An author is a person who has made a major contribution to a body of knowledge or research as well as the findings.
Proofreading	is the practise of assessing the technical accuracy of written material created by another author(s), and may include finding simple grammatical, punctuation, and spelling issues. It is not necessary to rewrite the text, alter the authors' original wording, or rearrange the text's structure in order to proofread. While a proof reader may spot mistakes, it's crucial that the authors fix them themselves because doing so will advance academic standards. Although having work proofread is permissible, the college does not recommend any commercial proofreading services.
Editing	is a technique that goes beyond proofreading to check and offer modifications to a text. While it is appropriate for a third party to offer suggestions for how to make a paper better, the author(s) must actually make the changes. Higher degree research students are permitted to collaborate with an editor as long as they have authorization from their advisor.
Referencing	is a system used in academic assignments to identify content that can be credited to other writers, including sources, evidence, ideas, hypotheses, facts, and other information. It is appropriate for oral and written communication.
Acknowledgement	is a method of recognising third parties whose contributions do not merit authorship.
Collaboration	is a type of cooperative learning in which two or more members of the faculty or students collaborate to produce an output or result.
Group work	is a kind of evaluation task that calls for student cooperation. Which components or elements of the assessment work may be the product of student collaboration must be specified in detail.
Data management	is the process of handling data to facilitate and assist education, research, and learning. Throughout the course of the data's lifespan, it entails planning and making decisions on how to gather, organise, maintain, store, back up, preserve, and exchange data.

Unsatisfactory Academic Conduct

1. Unsatisfactory academic conduct may lead to an allegation of an academic integrity breach.
2. An academic integrity breach is a failure to apply the principles of academic integrity.
3. A breach of academic integrity includes, but is not limited to, the following:

Deception	is intentionally giving individuals or the college inaccurate or misleading information.
Exam cheating	Writing "cheat notes" on your body or using materials you bring into the exam room in an effort to imitate work from other students are examples of exam cheating. Chatting with classmates, individuals outside the testing location, or utilising technology while the exam is taking place. Using electronic devices to obtain exam-related information while the exam is taking place. Bringing forbidden goods into exams, such as unapproved calculators or textbooks.
Fabrication	Fabrication refers to the creation of false data, such as experimental or interview results, for assessment tasks with a research objective. It can also involve making up sources of information, proof, or ideas by citing inaccurate or fictitious publications.
Impersonation	is a type of cheating in which someone uses another person as a substitute or assumes their identity in order to gain or provide an advantage.
Obstruction	is acting in a way that impedes, interferes with, restricts, or inhibits another person's academic opportunities or their access to educational resources.
Plagiarism	Plagiarism is the submission of non-original material without crediting, mentioning, or otherwise referencing its original author. Whether this is done unintentionally or on purpose, with the wording altered or merely copied and pasted, doesn't matter. The source material must be appropriately cited whenever someone else's ideas or opinions are utilised.
Sabotage	is acting in such a way as to make it difficult for another person to successfully finish an academic exercise, including by making information or materials unavailable to others, interfering with or destroying someone else's work, or both.
Self-plagiarism	is the unauthorised use of content that someone has published or supplied in the past. It is the repetition of already accomplished work without the proper citation.
Recycling or resubmitting work	involves turning in work that has already been graded (or turning it in again) without your teacher's authorization. Putting in a report from a first-year class as part of your work for a third-year class, as an illustration. You should first talk with your teacher about how you wish to build on your prior work.



Accredited by NAAC & NBA*

SVCE BENGALURU

SRI VENKATESHWARA COLLEGE OF ENGINEERING
— Affiliated to VTU, Approved by AICTE, Recognised by UGC u/s 2(f) & 12(B)—

SVCE/EST/CMTE/2022-23/ARC

DATE: 01-10-2022

As per the guidelines of AICTE/UGC/VTU/DTE the Anti-Ragging Committee of SVCE is reconstituted for the Academic Year 2022-23 as detailed below to carry out the said responsibilities.

Chairperson	Dr. Nageshwara Gupta M	Principal	9845569977
Coordinator	Dr. Shrishail Kakkeri	P/ME	9844210534
Members	Dr. Jijesh J J	AsP/ECE	9916090956
	Dr. Sanjeev C Lingareddy	P/CSE	9986049659
	Dr. Loganathan R	P/ISE	9448417664
	Dr. Prathima V R	AsP/IA	9618309648
	Dr. Latha M S	P/CE	9986054960
	Dr. Srinivasa Rao K	P/BS	9449521082
	Dr. Thiruloga Sundaram	P/MBA	9047792223
	Mr. Anmol Shetkar (1VE19CV002)	Student Representative	
	Mr. Aditi Sharma (1VE20CA001)	Student Representative	
	Police Inspector Chikkajala Police Station	Ex-Officio Member	080- 28467200

Responsibilities:

- Patrolling the campus to prevent any raging activities
- To receive complaints from Grievance committee and Anti-Ragging Squad
- To plan the distribution of letters to students' parents and guardians at the start of the college year in order to raise awareness.
- To form an anti-ragging unit and keep an eye on its operations.
- To propose ways to increase vigilance against any act that constitutes ragging.
- Take ragging prevention procedures and make sure that all fresher's, seniors, and institution employees are aware of them.
- Take anti-ragging measures to remove the scourge of ragging, as defined in the applicable rules, such as the development of an anti-ragging squad, a ragging mentoring cell, and so on.
- Ensuring that undertakings are taken in the form of an affidavit by students, parents/guardians, and institute staff members.
- Assuring that the measures to be conducted adhere to the guidelines of the regulatory bodies' relevant rules
- To distribute action taken report on anti-ragging in the institute to the appropriate authorities on time.
- Create a system for receiving, processing, and responding to all ragging-related information.
- Create and implement a solid anti-ragging programme in college.
- From time to time, advise the Disciplinary Committee and sub-committees on new rules or directives for dealing with ragging cases (as applicable).

- Address stakeholder grievances as soon as possible, particularly those relating to gender sensitivity issues, such as sexual harassment of women.
- Raising staff awareness of ragging incidents.
- Compile/submit, on a biannual basis, the grievance summary report (on ragging cases), together with recommendations.
- Keep all records, statements, activities, and correspondence relating to ragging instances.
- Discuss important ragging cases in order to raise awareness among students and educators.
- Ensure the development of numerous cells and committees, as well as their proper operation and monitoring mechanisms.
- Meeting whenever required based on complaints
- If required bring to the notice of Management for further action.
- Other duties as per MoE/AICTE/UGC/DTE/VTU directions
- Preparation & submission of Annual Report by June 30 to undersigned

PRINCIPAL

To: All the Members



Accredited by NAAC & NBA*

SVCE BENGALURU

SRI VENKATESHWARA COLLEGE OF ENGINEERING

— Affiliated to VTU, Approved by AICTE, Recognised by UGC u/s 2(f) & 12(B)—

SVCE/EST/CMTE/2022-23/GRC

DATE: 01-10-2022

As per the guidelines of AICTE/UGC/VTU/DTE the **GRIEVANCE REDRESSAL COMMITTEE of SVCE** is reconstituted for the Academic Year 2022-23 as detailed below to carry out the said responsibilities.

Chairperson	Dr. NAGESWARA GUPTHA M	Principal	9845569977	
Coordinator	Ms. SUNEETHA RANI N	AP/BS	9743337228	
Members	Dr. PRATHIMA V R	ASP/AI	8618309648	
	Mr. SANTHOSH KUMAR S	AP/ECE	9900952528	
	Mr. SURESH P	AP/CSE	9632066922	
	Mr. MARIA NAVIN J R	AP/ISE	9738525948	
	Mr. BASAVARAJA K T	AP/ME	8073987288	
	Mr. REVANASIDDAPPA M	AP/CE	9945901287	
	Dr. AJATASATRU SAMAL	ASP/MBA	9113907838	
	Dr. B V KRISHNA REDDY	ASP/BS	7411286578	
	Dr. POORNIMA G R	P/Dean Academics	9886753829	
	Mr. PRAKASHA G	Registrar	9916552711	
	Boys Hostel Warden	Ex-Officio Members		
	Girls Hostel Warden			
	Physical Education Director			
	Student Representatives			
	1VE20ECS015 - DISHA ASHOK	Student Representative	6364595953	
	1VE20CS119-PUSHKAR RANJAN	Student Representative	7209533384	
1VE20CS094-MONISHA M V	Student Representative	9353104998		
1VE20CS121-R ARPITHA	Student Representative	8355863914		

Responsibilities:

- All grievances submitted in writing or online by an individual member of the Institution regarding employment/association, working conditions, and any other alleged injustice done to an employee/student while discharging his/her duties at the Institution will be considered by the Grievance Redressal Committee.
- The coordinator shall schedule a meeting once in a month and present the case to the committee for resolution. Both the complainant and the respondent must be present, as well as any additional individual whose attendance is essential for the issue to be resolved quickly.
- The Grievance Redressal Committee will study the documents, including the petition/application, the relevant documents, the statements of the complainant, the statements of the respondent, and the statements of witnesses, and will discuss with those involved before submitting its recommendations to the Head of the Institution for further action within one month, if possible, but no later than three months.
- The Grievance Redressal Committee will propose to the Head of the Institution/ If required bring to the notice of Management for further action. Disciplinary Committee that appropriates action be taken against the complainant in the case of a false and frivolous complaint (if proven)
- Other duties as per MoE/AICTE/UGC/DTE/VTU directions
- The GRC will apply natural justice principles in determining the concerns before it
- Preparation & submission of Annual Report by June 30 to undersigned

PRINCIPAL

To: All the Members