VELS INSTITUTE OF SCIENCE, TECHNOLOGY & ADVANCED STUDIES (VISTAS)

UNIVERSITY ETHICAL COMMITTEE (NON-RESEARCH)

MINUTES OF THE SEVENTH MEETING

Meeting No.: UEC/07/2025-26
Academic Year: 2025–2026

Date

21 January 2026

Time

11.00 A.M.

Venue

Ratan Tata Block

Chairperson

Member Secretary

Members Present

The Chairperson welcomed all members to the Seventh Meeting of the University Ethical Committee (Non-Research). The quorum being present, the meeting commenced. The Member Secretary presented the Action Taken Report (ATR) of the previous meeting and informed the Committee that laboratory safety audits, fire safety drills, occupational health awareness programmes, and disaster preparedness initiatives had been successfully completed as per the Committee's recommendations.

Agenda

1. Confirmation of the Minutes of the Sixth Meeting.
2. Review of the Action Taken Report (ATR).
3. Review of Academic Ethics and Professional Conduct across the University.
4. Discussion on Academic Integrity in teaching, learning, research, and evaluation.
5. Review of Examination Ethics and transparent assessment practices.
6. Evaluation of Anti-Plagiarism Measures, Research Integrity, and Intellectual Property awareness.
7. Discussion on Responsible Use of Artificial Intelligence (AI) in academics and assessments.
8. Strategies for promoting ethical academic culture and institutional values.

9. Alignment with **NAAC**, **NIRF**, **IQAC**, Outcome-Based Education (OBE), National Education Policy (NEP 2020), Academic Bank of Credits (ABC), and **QS World University Rankings**.
10. Any other matter with the permission of the Chair.

Proceedings of the Meeting

The Chairperson emphasized that academic integrity and professional ethics remain the cornerstone of higher education. The Committee unanimously agreed that maintaining honesty, fairness, accountability, transparency, and respect for intellectual contributions is essential for preserving the University's academic reputation and ensuring excellence in teaching, learning, research, and evaluation.

The Committee reviewed the implementation of the University's **Code of Ethics** and **Code of Conduct** across all Schools and Departments. Members observed that faculty orientation programmes, student induction sessions, and ethics awareness campaigns had strengthened institutional understanding of ethical responsibilities. Departments were encouraged to continue integrating ethical values into classroom teaching, student activities, and institutional governance.

The Committee discussed **Academic Integrity** with particular emphasis on originality in assignments, dissertations, project reports, seminar presentations, publications, and research work. Faculty members were advised to encourage critical thinking, responsible scholarship, and independent learning while discouraging academic misconduct such as plagiarism, fabrication, falsification, impersonation, and unauthorized collaboration.

The **Controller of Examinations** presented a report on examination conduct and ethical assessment practices. Members reviewed procedures relating to confidential handling of question papers, secure examination processes, invigilation, digital evaluation, moderation, transparency in valuation, and grievance handling. The Committee appreciated the robust examination system and recommended continuous monitoring to prevent malpractice and ensure fairness in evaluation.

The Committee reviewed the implementation of the University's **Anti-Plagiarism Policy**. Members discussed the use of plagiarism detection software for dissertations, research articles, project reports, and assignments. It was recommended that all academic submissions undergo plagiarism screening before evaluation. Faculty members were encouraged to organize workshops on research methodology, academic writing, citation styles, referencing techniques, publication ethics, copyright, patents, and intellectual property rights.

The ethical use of **Artificial Intelligence (AI)** in teaching, learning, research, and assessment was discussed extensively. Members acknowledged the benefits of AI-enabled educational technologies while emphasizing that AI should complement—not replace—original thinking, creativity, and academic responsibility. The Committee recommended preparing institutional

guidelines for responsible AI usage, ensuring transparency whenever AI-assisted tools are utilized in academic work.

The Committee also reviewed the University's preparedness for national and international quality frameworks, including **NAAC**, **NIRF**, **IQAC**, Outcome-Based Education (OBE), National Education Policy (NEP 2020), Academic Bank of Credits (ABC), and **QS World University Rankings**. Members emphasized that academic integrity, ethical governance, transparent assessment, quality research, faculty excellence, and student achievement significantly contribute to institutional reputation and global recognition.

The Chairperson advised all Schools and Departments to maintain comprehensive documentation of ethics awareness programmes, examination audits, plagiarism reports, AI ethics training, faculty development programmes, student orientation activities, and compliance reports to support accreditation, statutory inspections, and ranking exercises.

Resolutions Passed

The Committee unanimously resolved to:

1. Strengthen the implementation of the University's Code of Ethics and Professional Conduct across all Schools and Departments.
2. Promote Academic Integrity through continuous awareness programmes for students, faculty, researchers, and administrative staff.
3. Strengthen Examination Ethics through transparent, fair, and secure examination and evaluation procedures.
4. Ensure mandatory plagiarism screening for all dissertations, project reports, research publications, and academic submissions.
5. Organize regular workshops on Research Ethics, Publication Ethics, Intellectual Property Rights (IPR), and Academic Writing.
6. Develop institutional guidelines for the ethical and responsible use of Artificial Intelligence (AI) in academic activities.
7. Maintain systematic documentation of ethical practices, plagiarism reports, examination audits, and faculty development programmes.
8. Align all academic ethics initiatives with **NAAC**, **NIRF**, **IQAC**, Outcome-Based Education (OBE), National Education Policy (NEP 2020), Academic Bank of Credits (ABC), and **QS World University Rankings**.

Action Points

Sl. No.	Action Item	Responsibility	Timeline
1	Conduct Academic Ethics and Professional Conduct awareness programmes	IQAC & Academic Affairs	Every Semester
2	Organize workshops on Research Ethics, Publication Ethics, IPR, and Academic Writing	Research Cell	Quarterly
3	Strengthen plagiarism screening for all academic submissions	Library & Research Cell	Continuous
4	Review examination ethics and assessment procedures	Controller of Examinations	Every Semester
5	Develop and circulate AI Ethics Guidelines	University Ethical Committee & IQAC	March 2026
6	Submit compliance reports on ethical practices and academic integrity	Heads of Schools	Quarterly

Expected Outcomes

The Committee expects the following outcomes:

- Strengthened culture of Academic Integrity and Professional Ethics across the University.
- Improved transparency and fairness in examinations and academic assessments.
- Increased awareness of plagiarism prevention, research ethics, and intellectual property rights.
- Responsible and ethical adoption of Artificial Intelligence in teaching, learning, research, and evaluation.
- Enhanced faculty and student commitment to ethical academic practices.
- Comprehensive documentation supporting institutional accreditation, audits, and quality assurance.
- Improved institutional performance under **NAAC**, **NIRF**, **IQAC**, Outcome-Based Education (OBE), National Education Policy (NEP 2020), Academic Bank of Credits (ABC), and **QS World University Rankings**.

Conclusion

The Chairperson appreciated the active participation and valuable recommendations of all members. The Committee reaffirmed that academic ethics, integrity, transparency, and professional responsibility are essential for achieving excellence in higher education. Members unanimously agreed to continue strengthening ethical governance through continuous awareness, policy implementation, monitoring, and documentation to uphold the University's reputation and quality standards.

The meeting concluded with a vote of thanks proposed by the Member Secretary.

Prepared by

Member Secretary

Reviewed and Approved by

Chairperson

Date: 21 January 2026