

INTELLECTUAL PROPERTY RIGHT POLICY (IPR POLICY) (UNDER PREPARATION)

1. PREAMBLE

Jamia Millia Islamia (JMI) has a historical and distinctive place in the country's academic scenario. This institution places a premium on innovative teaching and professional training. Over the years, Jamia has emerged as a seat of learning that underscores the cultural and religious diversity of India, emphasizing the inclusive spirit of the country. It has inculcated a spirit of learning that blends tradition with modernity, humanism with liberalism, and nation building with professionalism. Jamia's strength lies in its ability to cull from the past in order to address the present and forge the future. Educators and researchers have contributed to expanding knowledge in all the faculties, departments and Centres of Jamia Millia Islamia. Jamia has —unwavering commitment to excellence, and to maintain the quality of education as well as research. It is endeavoring to strengthen scientific output in terms of publications based on its research productivity, impact, innovation and excellence. The university recognizes that teaching and research are complementary activities that can advance its long-term interest. It has Natural Sciences, Social Sciences, Engineering & Technology, Education, Humanities & Languages, Architecture & Ekistics, Fine Arts, Law and Dentistry Faculties. Also, it has a well-known AJK Mass Communication Research Centre. Jamia has over thirty research centres that have given it an edge in terms of critical research in various areas. Some of these are Centre for Peace and Conflict Resolution; Academy of International Studies; Centre for Culture, Media and Governance; Centre for Dalit and Minorities Studies; Centre for Nanosciences and Nanotechnology; FTK Centre for Information Technology; Centre for Management Studies; Dr. K.R. Narayanan Centre for Dalit & Minority Studies; Centre for West Asian Studies; Centre for Physiotherapy & Rehabilitation Sciences; Centre for Theoretical Physics, Centre for Interdisciplinary Research in Basic Sciences, and Multidisciplinary Centre for Advanced Research and Studies.

JMI recognizes the significance of innovations in different areas of research and assists in transforming them into novel designs, products, processes and services for both commercial benefits and achieve the widest public good. The major theme of IPR Policy aims at to meet out such requisites. The IPR Policy is formulated to identify, protect and leverage the bouquet of IPs that comes out from copyrights, research, patents, innovative designs and trademarks amongst others, which serve the purpose of knowledge diffusion and commercialization. Since, JMI acknowledges intellectual assets such as copyrights, patents, novel designs and

other creative/innovative products comes out through scientific research by its faculty/professional non-teaching staff/research scholar/students, which provide a competitive edge to the university. Therefore, JMI has formulated its IPR Policy that describes the general guidelines to its faculty, professional non-teaching staff, research scholars, students, and also outside agencies involved. It includes Intellectual Property Rights (IPR) and obligations which include its ownership, commercial exploitation, technology transfer and ends with confidentiality requirements. This policy has been formulated as per provisions of prevailing national law including 'The Patents Act, 1970' and 'Patent (Amendment) Rules, 2016'.

2. PROCEDURAL STEPS OF IPR PROTECTION

Plagiarism is the theft of someone's ideas/language/research output or findings, and is a form of cheating which is morally and ethically unacceptable. In order to prevent plagiarism in Master/M.Phil dissertations/PhD theses and to eliminate the scope of this menace, Jamia Millia Islamia (A Central University) has established a system consisting Departmental Academic Integrity Panel (DAIP)/ Centre Academic Integrity Panel (CAIP) at Departmental and Centre level, and University Academic Integrity Panel at institution level following UGC gazetted notification 2018. Initially, the individual cases related to department/centre shall be tackled by the respective DAIP/CAIP. Thereafter on the recommendation DAIP/CAIP, UAIP shall take the decision considering natural justice and same shall be endorsed and approved by academic council and executive council.

The guidelines of formation of DAIP/CAIP as well as UAIP with their composition have been set as per UGC gazette notification 2018. The guidelines for similarity and plagiarism test including software, procedure and the responsibility of plagiarism test have been described in the subsequent sections. The formats of plagiarism test report for under different scenario have also been provided.

2.1 Formation of Departmental Academic Integrity Panel (DAIP)/ Centre Academic Integrity Panel (CAIP)

If anyone complains about plagiarism in Master/M. Phil dissertation and Ph.D. thesis with appropriate proof to the department/centre, the DAIP/CAIP shall investigate the matter and submit its recommendations to UAIP.

2.1.1 The DAIP/CAIP shall be notified with the approval of Vice Chancellor. The composition of DIPA/CAIP shall be as follows:

- (i) Chairman – Head of the Department/Director of the Centre
- (ii) Member – Senior Academician from outside the Department/Centre (Within the University) to be nominated by the Vice Chancellor
- (iii) Member – A person well versed with anti-plagiarism tools, to be nominated by Head of Department/Director of Centre

The tenure of the members in respect of point (i) and (ii) shall be two years. The quorum for the meetings shall be 2 out of 3 (including chairman).

2.1.2 The DAIP/CAIP shall follow the principles of natural justice while deciding the allegation of plagiarism against the student/faculty/researcher/staff.

2.1.3 The DAIP/CAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.

2.1.4 The DAIP/CAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the UAIP within a period of 45 days from the date of receipt of complaint/initiation of proceedings.

3. Formation of University Academic Integrity Panel (UAIP)

The university shall notify a UAIP whose composition of shall be as follows:

- (i) Chairman – Pro – VC/Dean/Senior Academician
- (ii) Member – Senior Academician other than chairman from within the University to be nominated by the Vice Chancellor
- (iii) Member – Senior Academician from outside the University to be nominated by the Vice Chancellor
- (iv) Member – A person well versed with anti-plagiarism tools, to be nominated by the Vice Chancellor

4. GUIDELINES FOR PLAGIARISM TEST IN M.Phil./PhD THESIS

- a. The research scholar shall submit the soft copy of the thesis for the plagiarism check to the designated person of Departmental Academic Integrity Panel (DAIP)/ Centre Academic Integrity Panel (CAIP) through a CD after successful completion of pre-PhD seminar.
- b. The soft copy of thesis in a single file containing abstract and all chapters excluding the cover page, certificates, declaration, acknowledgement, table of content/Index, list of tables, list of figures, list of symbols, list of abbreviations and references/bibliography and appendices (*UGC Gazetted notification, 2018*) shall be submitted to the designated person (Coordinator) of his/her Department/Centre.
- c. The plagiarism check of the thesis shall be performed at concerned department/centre through designated person (Coordinator) using anti-plagiarism software such as 'Turnitin', '**Urkund (Provided by INFLIBNET)**' (*UGC Gazette notification, 2018*).
- d. The plagiarism check shall be applied from abstract to last page of the last chapter of the thesis with matches up to 14 word count (*UGC Gazette notification, 2018*).
- e. The 'introduction and review part of self citations' shall be included in the similarity check. However, the methodology and results and discussion/conclusions of self citations shall be excluded from the similarity check.
- f. The research scholar shall obtain duly signed detailed plagiarism check test report from the designated person of DAIP/CAIP and submit to the department/centre concerned.
- g. The supervisor of the student and head of department shall verify that the similarity index is within the permitted level through prescribed verification certificate (Annexure I).
- h. The permissible similarity index shall not be more than 10% (*UGC Gazetted notification, 2018*). However, the permissible limit for similarity from any single source shall not be more than 3%. Provided that a thesis with an overall similarity index of more than permissible limit (10%) due to repetitive expression/formulations or chemical equations may also be accepted, if duly constituted DRC/CRC approve the thesis with proper justification/reasons (Annexure II).

- i. In case of similarities more than 10% and up to 40%, other than the reasons described in para 4h, the scholar shall be asked to submit revised script within a stipulated time period not exceeding 6 (six) months (*UGC Gazetted notification, 2018*). Furthermore, this time period shall be within the stipulated time period of PhD thesis submission and no extra time period shall be given.
- j. The research scholars of departments/centres of non-english languages whose data base as well as suitable software for plagiarism check, is not available for similarity check, the supervisor shall assure that thesis is not plagiarised and he/she shall be fully responsible. In case, plagiarism shall be detected in such thesis at later stage, strict action as per UGC norms will be taken against supervisor and scholar. The research scholar shall submit affidavit of plagiarism on non judicial stamp paper of 10.00 Rupees (Annexure III). Furthermore, his/her thesis shall be verified through supervisor and endorsed by duly constituted DRC/CRC (Annexure IV).
- k. The thesis shall be submitted to controller of examination office along with the above duly signed certificates (as discussed in 4g or 4h or 4j) in addition to other required documents mentioned in JMI PhD ordinance 9 (IX).