



Research & Development Cell Policy



Preface

Journey of the 21st century dwell with the advancements in the life style. The continues efforts in the science and technology plays key role in this aspect.

In this concern, Vision and Mission of the M. D. Arts, Commerce and Science College supports the quest for information and knowledge not only through the traditional teaching-learning method but also the quality research practices. The institute bound to do the best quality research. In this regard, the institute underlines on authentic innovative research practices.

Purpose

This Research Policy is intended to generate the research culture among the faculty and the students of M. D. College. The policy will provide an outline within which research activities can be conducted.

Scope

M. D. College abide to progress and maintain vibrant research environment among faculties and students. This policy will be the framework for the promotion of research philosophy in institute and maintain the research ethics. The policy guidelines are applicable to the students, research scholars and faculty members who undertake research through the M. D. College.

Objectives

To excel in research with available resources to inspire and encourage research which ultimately results to the best outcome.

The institute aims-

- To create and maintain a research environment which foster research at all levels.
- To provide obligatory guidelines to preserve and progress the research activities.
- To prepare research guidelines, budget planning, and its communication to the stake holders.



- To encourage the faculty researchers for their active participation in quality research and undertake the research projects from different at governmental and non-governmental funding agencies.
- To encourage publications in journals of high repute and good Impact factor (Scopus/Web of Science).
- To promote interdisciplinary and multidisciplinary research.
- To establish linkages with industries, national research institutes and through collaborations and consultations.
- To guarantee and maintain the originality, reliability, authenticity and confidentiality of the research outputs.
- To manage rules, regulations and protocols to ensure the research quality assurance agenda.

Policy and Guidelines

➤ **Undertaking Research**

- Every single stakeholder has complete freedom to acquire funds/scholarships, carry research activities and publish the findings.
- Obtaining of research funds and its utilization is the complete right of the researcher, within the framework of the research policy.
- The faculty researcher must maintain the proper balance between their research activities and academic commitments.
- Research finding should be published in quality journals such as UGC approved journals/ journals indexed in Scopus/Web of Science.
- To plan, to execute and to publish research is sole responsibility of the concern researcher.
- It is mandatory to all the researcher to adhere with ethical standards and guidelines.
- Plagiarism, dishonesty and falsification in proposing, conducting, reporting or reviewing research results will be considered as research misconduct and penalized.
- It is mandatory to all researcher to announce conflict of interest (financial, legal, ethical) while publishing.



- The Institute encourages collaborative research and partnerships from departmental to international level.
- Student mentorship/internship will be facilitated to encourage research activities at undergraduate/ postgraduate level.
- The research committee will review the research plan and progress periodically.

➤ **Intellectual Property and Commercialization**

- Innovative research ideas and models will be encouraged for filing PIR before public disclosure.
- Frequent workshop, seminars on IPR will be organized for the awareness about IPR.
- Knowledge support and assistance has been provided to researcher to identify innovation in their research and encouraged to apply for patents.
- Granted patents are monitored for renewal and commercialization.
- For commercialization of granted patents researcher/ mentor should follow Institute's guidelines and policy.

Consultancy

This policy document endorses consultancy to strengthen industrial and academic interactions.

- Institute offers favorable research setup to all researchers especially faculties who are interested in consultancy.
- It is mandatory to all the members to follow research policy guidelines who provides consultancy through Institute.
- The faculty person who works as consultant is sole responsible for the terms and conditions in agreements, time, confidentiality and IPR issues. For the non-compliance of any of the above, institute will not be responsible
- Prior approval and written permission by Principal is compulsory before signing any agreement.

| Revenue Sharing Scheme for Consultancy | | |
|--|-----------|------------------|
| Associated Faculty | Institute | Supporting Staff |
| 60% | 30% | 10% |



Ethical Guidelines

- The faculty members and students engaged in research activities are expected to comply good research practices including ethical guidelines for maintenance of the quality research outputs.
- The research activities that include animal or human objects must take in advance approval from concern authorities.
- Researcher will be accountable for malpractice such as forgery, dishonesty, plagiarism, misconduct practices and negligence.
- All researchers are expected to abide by all the guidelines, agreements and rules and regulations.

Resources for Research (Funds/Grants)

➤ **Institutional Research Fund**

Institute has provision of research fund in the form of seed money and incentives to encourage quality research.

- Institute offers opportunity to graduate/ post graduate and PhD research scholars to pursue the research through the projects funded by institute in the form of seed money (Details provided below in table).
- Research committee will decide and allocate research funds for research at institute level. All the project applications are scrutinized by project monitoring committee for selection. The approved projects are considered for the financial assistance by Research Committee.
- All project monitoring committee members must be research guide, and committee will be headed by Principal of the institute.
- All researcher who seeks funding for research from institutional research fund has to obey all rules and regulations mentioned in research policy.
- Institute motivates the staff and students by providing the registration fees and travelling allowance for presentation of research papers in conferences/seminars/symposia
- The staff who receives Ph.D. during the service are felicitated.
- Financial assistance will be provided for patent application.



➤ **Research Funds from other external agencies**

- All the applications for research funds from external agencies will be submitted through institute.
- Research proposals will be approved and modified by the comments of research committee.
- It is mandatory to researcher to abide with terms and conditions

Role of Research Committee

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- To organize and conduct research related workshop and seminar every year.
- To organize and conduct IPR related workshop or seminar every year.
- Designing Ph. D. Coursework for Ph. D. scholars.
- Periodical review of all research activities
- Review of research funds and research projects
- Handling of complaints related with misconduct and conflict of interest

Implementation and Revision of Policy

M. D. College has developed a quality assurance framework which is an important part of the Research Policy of the institute. Implementation and amendments in research policy guidelines are monitored by the Principal of the institute in consultation with IQAC and Research Committee. It is discussed, reviewed and approved in the College Development Committee of institution.

Principal