POLICY FOR RESEARCH AND DEVELOPMENT, PATHARKANDI COLLEGE
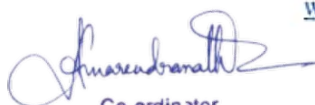
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Prepared by-

Research and Development Cell, Patharkandi College, Patharkandi

Approved

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Patharkandi College

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Aims of the Research Policy

Patharkandi College, Patharkandi aims to create and support a research culture for developing and promoting scientific temper and research aptitudes among its teachers, staff and students. It helps to realize the vision and missions of the college and for contributing to national development by establishing an institutional fund and plan for facilitating their participation in research and related activities and by providingthe required resources and appropriate facilities.

It also aims at ensuring that the research activities of the college conform to all applicable rules and regulation as well as to the established standards and norms relating to safe and ethical conduct of research.

Objectives of the Research Policy

- Strengthening the institutional capacity for strategic, technical and operational planning, budgeting and control of all research activities of Patharkandi College.

- Creating and administer a research fund for supporting and facilitating research initiatives and projects of faculty members and students.

- Developing rules, procedures and guidelines for granting research support, instituting awards, and supporting all other related activities.

- Developing rules, procedures and guidelines for granting study leave, sabbatical leave, duty leave, reduction in workload, etc. for faculty members undertaking research activities.

- Providing a modality of for proper coordination of all research activities of the college and aligning these to the vision and missions of the college and national development goals.

- Preparing and updating the research agenda of the college outlining the preferred focus areas and priorities of research activities to be supported.

- Guide faculty members in the effective integration research projects with the regular curriculum extension programms and curriculum enrichment activities.

- Identifying and informing researchers about the appropriate research opportunities

announced by different academic, research, industry or government organizations.

- Promoting interdisciplinary research and establishing modalities for preparing and undertaking joint research projects covering more than one knowledge domain as well as policies for involving external agencies/experts in such projects.

- Enabling framework for researchers to obtain sponsorships for research projects and which makes the participating researchers responsible for the successful implementation of the project.

- Developing and promoting linkages with the research facilities of the Assam University and enable all the researchers of the college to benefit from the activities and mutual programmes.

- Identifying and establishing linkages including MOUs for long term relationships with national and international research organizations for widening the scope of research opportunities and funding options available to the teachers and students of the college.

- Identifying and establishing linkages including MOU s for long term relationships with industry bodies and individual companies for creating opportunities for teachers and students of the college to involve themselves in real life research projects and obtaining sponsorships.

- Encouraging and facilitating the publication of the research work/projects in reputed academic journals.

- Encouraging and facilitating the presentation/communication of the research work/projects as well as their findings and recommendations through academic events such as workshops/seminars/guest lectures or the media.

- Compiling data on all the research work/projects undertaken by the teachers and students in to a database for easy monitoring and analysis of the progress being made by them from year to year.

- Providing mechanism to ensure that academic staff attain the desired mix of teaching, research and consultancy outputs so as to achieve the level statedin the college mission.

- Adopting research code, which informs all researchers about the ethical and legal norms and principles to be followed in the conduct of research.

- Preparing and implementing research quality assurance mechanism for ensuring that all

research activities of the college conform to standard quality specifications.

- Developing and administering rules and procedures to ensure the compliance of all researchers to the research quality assurance framework, the research code and all the applicable rules and regulations.

Composition of Research Ethical Committee

Research Ethical Committee will have the following composition-

- Chairperson- Principal
- Departmental Representatives- Head or Head nominated faculty
- Assam University representative 1- Member
- Assam University representative 2- Member
- External Industry/Academia representative - Member
- Student representatives (03) - Members

Research Ethical Committee may be expanded with the inclusion of more members as necessary. It may also set up and promote 'Action Groups' for managing specific projects/activities.

Research Policy Implementation Mechanism

The Research and Development Cell of the college shall be responsible for implementing this research policy of the college by working closely with the college administration. The specific roles and functions of the Research and development cell and Research Ethical Committee will be as follows-

1. Facilitate the faculty in undertaking research and will work with the College administration to set up a research fund for providing seed money.

2. Provide research facilities in terms of laboratory equipment, research journals and research awards, honorium etc. required by the faculty.

3. Encourage and promote a research culture (eg. teaching work load remission, opportunities for attending conferences etc.).

4. Encourage the faculty to undertake research by collaborating with other research organizations/ industry.

5. Create suitable procedures for giving due recognition for doing research.

6. Facilitate the establishment of specific research units/ centres by funding agencies / College.

7. Organize workshops/ training programmes/ sensitization programmes areconducted by the institution to promote a research culture on campus.

8. Prepare budgets for supporting students' research projects, field work, surveys.

9. Invite nearby Tea industry to use the research facilities of the college and sponsor research projects.

10. Approach National and international organizations such as UGC, CSIR, DST-SERB, DST, ICMR, DBT, NATO, DRDO and BARC to fund major and minor research projects undertaken by the faculty and students.

11. Make efforts to improve the availability of research infrastructure requirements to facilitate research.

12. Research and development Cell shall develop and implement an official Code of Ethics to check malpractices andplagiarism in research.

13. Facilitate Interdepartmental / interdisciplinary research projects.

14. Encourage each publication/research grants/ patents/memberships of faculties/students in coming days and announce awards for annual best outcomes.

15. Create minimal incentives for the faculty who receive state, national and international recognition for research contributions as well as research awards and recognition from reputed professional bodies and agencies.

16. Encourage and promote the publication of research articles by the faculty only in reputed/ refereed/Scopus-indexed/SCI indexed journals.

17. Create and maintain a database of research work and research projects undertaken by the faculty and students as well as collect data by metrics such as Citation Index, Impact Factor, h-index, SNIP, SJR, etc.

18. Publicize the research expertise and consultancy capabilities available in the college.

19. Facilitate the provision consultancy services to industries / Government / Non-Government organizations / community/ public.

20. Prepare Rules & Guidelines for Grant of Research related leave and other remissions.

21. Prepare Guidelines for design and evaluation of curriculum oriented research projects / field works / survey works.

22. Prepare annual research agenda with relative priorities.

25. Encouraging collaborative research with neighboring colleges/ Universities/International/National repute institutes.

26. Annual report of the Research and Development Cell shall comprise the annualized summary of Research Ethical Committee.

27. Any changes in the existing policy document shall come under new version.