



Janardan Bhagat Shikshan Prasarak Sanstha's
**CHANGU KANA THAKUR ARTS, COMMERCE & SCIENCE
COLLEGE, NEW PANVEL (AUTONOMOUS)**

Re-accredited 'A+' Grade by NAAC, 'College with Potential for Excellence' Status
Awarded by UGC, 'Best College Award' by University of Mumbai

Research Policy

Preface

As the world is changing rapidly, so is the nature of education itself. In order to cope with complexity, diversity and change, a broader education ecosystem involving a range of activities needs to be adapted. Many of the activities must create and disseminate new knowledge in range of fields, promote innovation to motivate better learning and teaching. That is why education policy and practice should be informed by the best available research evidence.

Vision and Mission of the C. K. Thakur Arts, Commerce and Science College supports the quest for knowledge not only through the teaching and learning but also the good research practices. The institute expects the highest standard as far as the research is concerned. In this line, the institute emphasizes on innovation, integrity, rigidity, authenticity and other good research practices.

Purpose

This Research Policy is designed to create a research culture among the faculty and the budding researchers of C. K. Thakur College, Panvel. The policy will provide a framework within which research activities may be carried out.

Scope

The institute seeks to develop and maintain vibrant environment of research at all level. This policy will support the promotion of research culture in institute through the required provisions and maintain integrity in the research. The guidelines of the policy are applicable to all faculty, research scholars and students who undertake research through the institute.

Objectives

Research culture is pivotal to research excellence; Institute wish to enhance it's research culture and thus undertaking all possible measures to inspire and encourage research. The institute aims-

- To create an environment which will foster research at all levels in every constituent of an institute
- To provide effective support and necessary guidelines to maintain and improve the standard of the research
- To prepare the research quality assurance framework, strategic budget, and its communication to the stake holders
- To encourage the faculty to get involved in quality research and undertake the research projects from various national and international funding agencies.
- To encourage publications in quality journals, indexed in Scopus/Web of Science and/or with impact factor.
- To undertake interdisciplinary and multidisciplinary research
- To link with industries, other research institutes and society through the projects
- To ensure the accuracy, originality, authenticity, reliability and confidentiality of the research data and reports

Changu Kana Thakur Arts, Commerce and Science College, New Panvel- 410206 India)

Phone: +91-022-27464193, +91-022-27455760, Fax: +91-022-27461569

E-mail: principalckthakurcollege@rediffmail.com

- To administer rules and procedures to ensure the compliance with research quality assurance framework, and all the applicable rules and regulations.
- To maximize research efficiency through data management and freedom of information
- To establish maximum research centres
- To engage faculty in consultancy

Policy and Guidelines

- **Undertaking Research**
 - ♦ Every stakeholder has full right and freedom to conduct research, publish the findings and acquire scholarships/funds for the research
 - ♦ Procurement of research funds, sponsorship and its utilization is the right of the researcher
 - ♦ The staff involved in research must maintain the appropriate balance between their academic duties and research activities.
 - ♦ Publication of the output of the research is compulsory in reputed journal/UGC approved journals/ journals indexed in Scopus/Web of Science.
 - ♦ Researcher will be responsible for experimental design, data, results and its publication
 - ♦ It is responsibility of the researcher to adhere to highest ethical standards of conduct which includes data integrity, ethical guidelines.
 - ♦ Plagiarism, deception, fabrication and falsification in proposing, performing, or reviewing research or in reporting research results will be interpreted as research misconduct and penalized
 - ♦ Researcher should declare conflict of interest (legal, ethical, financial, moral, personal or any other) if any to avoid further complications and actions.
 - ♦ Institute encourages interdisciplinary, interdepartmental, interinstitutional, industrial collaborations and partnerships nationally and globally.
 - ♦ Student mentorship/internship will be facilitated to encourage undergraduate/postgraduate students to pursue research activities leading to tangible output.
 - ♦ Research plan and progress is reviewed by research committee periodically
 - ♦ All research proposals should be initiated only after approval of Principal of college
- **Intellectual Property and Commercialization**
 - ♦ Innovative research, models, start-ups will be encouraged for IP protection under IPR before public disclosure
 - ♦ Researcher will encourage to identify innovation in their research and to apply for patent in India and abroad.
 - ♦ Regular trainings workshop, seminars etc will be organised for the awareness about IPR as well as good practices related to record keeping, data acquisition, laboratory handbook etc
 - ♦ Renewal of patents, commercialization of patents will be reviewed and monitored

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- ◆ Researcher who seeks patent and its commercialization should follow Institute's code of practice.

- **Consultancy**

This policy promotes consultancy to intensify industrial, societal, research and academic interactions. In this regard-

- ◆ Institute provides conducive environment to staff and students of the institute interested in consultancy
- ◆ Institute has fixed revenue sharing scheme for all members who provides consultancy through Institute

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

- ◆ It will be responsibility of the person who works as consultant to adhere to time schedules, terms and conditions in agreements, confidentiality, IPR issues and resolution of disputes. For the non-compliance, institute will not be responsible
- ◆ Prior approval by Principal is compulsory before signing any agreement.

- **Ethical Guidelines**

- ◆ The researchers are expected to observe and comply good practices including ethical guidelines provided by various authorised/statutory bodies in their disciplines to maintain standard and avoid unnecessary complications
- ◆ All research endeavours that involve animal or human objects must secure prior approval from the relevant ethical committees
- ◆ Institute seeks honesty in research, for any malpractice such as dishonesty, misconduct, forgery, plagiarism, unfair practices and negligence, researcher will be responsible
- ◆ 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 for excellence in research for both staff and students to motivate them to excel in this area of academics

- ◆ Institute provides opportunity to pursue the research through the projects funded by institute (Details provided below in table).
- ◆ Research committee is responsible for the detailed criterion for the allocation of the research funds

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- ◆ All the project proposal are to be submitted to project monitoring committee for selection and further approval and consideration of financial assistance by Research Committee.
- ◆ All interested staff/Ph. D. scholars/students seek funding for research from institutional research fund has to adhere with all rules and regulations associated with it
- ◆ Institute motivates faculty and student for start-ups and provides financial support to the same
- ◆ Institute appreciates the staff by incentives for the publications in reputed journals with high impact factor and for national and international patents
- ◆ Institute motivates the staff and students by disbursing the registration amount and travelling allowance for presentation of research papers in conferences/seminars/symposia
- ◆ The staff who receives Ph.D. during the service is awarded with incentives
- ◆ Incentives for publication of books and chapters in books with ISSN/ISBN number
- ◆ Financial assistance for extra requirements of the Ph. D. Scholars after reviewing and approving by Research committee

| Allotment of Seed Money and incentives to teachers and students | | |
|--|--|--------------------------------|
| S. N. | Nature of research activity | Allotment of seed money |
| 1. | Research Projects (Science) | Rs. 25000/- per project |
| | (Arts and Commerce) | Rs. 10000/- per project |
| 2. | Award of Ph.D. Degree during service in Institute | Rs. 8000/- per faculty |
| 3. | Patent International | Rs. 5000/- per patent |
| | National | Rs. 3000/- per patent |
| 4. | Publication of Research Paper in UGC approved Journal having impact factor more than 5 | Rs. 4000/- per paper |
| 5. | Publication of Research Paper in UGC approved Journal having impact factor between 3 to 5 | Rs. 3000/- per paper |
| 6. | Publication of Research Paper in UGC approved Journal having impact factor between 1 to 3 | Rs. 2000/- per paper |
| 7. | Publication of Research Paper in UGC approved Journal by having impact factor less than 1 | Rs. 1000/- per paper |
| 8. | Publication of book with ISSN/ISBN | Rs. 3000/- per book |
| 9. | Publication of chapter in edited book with ISSN/ISBN | Rs. 500/- per chapter per book |
| 10. | Research Award to International level faculty/students | Rs. 3000/- per award |
| | National level | Rs 2000/- per award |

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|-----|--|--|
| 11. | Paper/Poster presentation by the faculty and students at international(within India)/National level seminars/symposia/state level and University level | Payment of registration Fees and Travelling Allowances |
| 12 | Avishkar research Convention | 1,50,000/- approx |
| 13 | Massive Open online Course (MOOC) | Fee for course |
| | Total Expected amount | 10 Lakh |

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 only after strict review by research committee
- ◆ Staff/ students involved in such projects have to observe and follow the terms and conditions, time schedule, acknowledgement guidelines and conflict of interest

• **Research Committee**

Institute has constituted research committee comprising Principal, Chairman of the committee, three members not below the rank of associate professors of different disciplines and recognized research guide, and chairman of project monitoring committee.

Role of Research Committee

- ◆ Minimum set of activities shall be performed per year
- ◆ Designing Ph. D. Coursework for Ph. D. scholars in consultation with concerned faculty and its implementation every year
- ◆ Periodical review of all research activities
- ◆ Review of funding activities and their approval
- ◆ Handling of complaints related with misconduct and conflict of interest

• **Implementation and Revision of Policy**

Institute has developed a quality assurance framework which is an integral part of the Research Policy of the institute. Implementation and updation of research policy is 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 and Governing body of institution.



Banabate

Principal

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