

RESEARCH POLICY

Policies, Guidelines and Procedures

Academia in every field is ever evolving with novel ideas and fresh insights because of sustained research. The institution strives to promote research culture that helps to kindle young inquisitive minds, with the establishment of the Research Committee (RC).

Policy

- ❖ Constitution of Research committee, comprising a head, faculty members from the research departments of the college.
- ❖ Permission for scholars from other institutions to utilise the infrastructure of the college.
- ❖ Permission for staying extended hours in the campus.
- ❖ Fixing and collection of fees for utilising infrastructural facilities - decided by the management, based on the recommendations given by the concerned departments.
- ❖ Providing sabbatical leave for faculty to pursue Ph.D
- ❖ Reduction of teaching workload for research supervisors.
- ❖ Provision of seed money for research projects.

Research Committee (RC)

The Objectives of the Research Committee is to:

- ❖ **Promote research excellence:** The primary objective of a research committee is to promote and ensure research excellence within the institution.
- ❖ **Facilitate research collaboration:** Research committee aims to foster collaboration among researchers within the organization. By promoting interdisciplinary cooperation and networking, the committee encourages the exchange of ideas, resources, and expertise. The committee also focuses on establishing linkage with industries and business organizations to identify potential areas of research through surveys and other basic research enquiry.
- ❖ **Review and approval of research proposals:** The research committee evaluates research proposals to determine their scientific merit and feasibility by conducting

reviews. The committee ensures that the resources are allocated to the most promising and relevant projects.

- ❖ **Develop research policies and guidelines:** Research committee play a crucial role in updating research policies, guidelines, and ethical standards. Its objective is to establish a framework that promotes responsible and ethical research practices, ensuring compliance with relevant regulations and guidelines.
- ❖ **Promote knowledge transfer and dissemination:** Research committee aims to facilitate the dissemination of research findings through conferences, seminars, publications, and other platforms. Its objective is to ensure that the research outcomes are shared with the wider scientific community, policymakers, and the public to maximise the impact of the research.
- ❖ **Foster a research culture:** Research committee nurtures a vibrant research culture within the organization. This involves creating an environment that values and supports research, providing mentorship and professional development opportunities, and recognizing and celebrating research achievements.
- ❖ To organise various workshops to develop appropriate research skills among the scholars and faculty members. The committee also encourages the faculty members to participate in various workshops, symposia, seminars and conferences in their respective fields as well as in areas of contemporary importance.

Research Ethics

The cardinal principles of research,

- ❖ Academic integrity must be followed by research scholars. The college promotes research of the highest quality to ensure original and plagiarism-free content by the research scholars.
- ❖ Research scholars must obtain permission/ acknowledge the source of information according to the conventions and regulations.
- ❖ Research scholars must submit an undertaking at the time of submission of thesis/ dissertation / project / research paper that the work done by the candidate is original.
- ❖ Research supervisors are to ensure that thesis/synopsis/dissertation/project is submitted with a plagiarism-free content report at the time of submission.
- ❖ The scholars should be intimated to check the plagiarism in their thesis through authenticated software.

Seed money scheme

- ❖ Seed money scheme is instituted by the college for all faculty members to pursue research. Interested faculty members can apply to the RC in the month of June every year when the call for the proposal is made.
- ❖ The amount sanctioned towards the seed money scheme depends upon the area of research and importance of the project.
- ❖ Social relevance of the project is verified before sanctioning the seed money.
- ❖ An expert panel is formed to scrutinise the proposal submitted to the college for the award of seed money. Progress review meetings will be conducted once in three months and the principal investigator is expected to submit a report with details of progress to the Committee.
- ❖ The maximum duration for the project is one year from the date of approval.
- ❖ The findings of these projects serve as baseline data for applying to external funding agencies like UGC, DBT, DST, ICMR, ICSSR and TNSCST.

Sponsored Research from funding agencies

- ❖ Faculty should apply for support from the Government and other sources for Sponsored research based on the call for proposals made by these agencies from time to time.
- ❖ The Principal Investigator is free to choose the thrust area for research to apply for proposals made by these agencies. Social relevance of the project will be verified before sanction.
- ❖ A Project Review Committee shall be constituted of external, Subject Expert and the Research committee.
- ❖ The Committee will review the proposal and forward it to the Principal for approval
- ❖ The RC will guide the Principal Investigator to submit the application along with the supporting documents to the Online portal of the funding agency.
- ❖ The PIs must prepare a Project Completion Report on completion of the project duration according to the guidelines of the funding agency.
- ❖ The PIs must submit the Project Completion Report, Utilization Certificate and Publications / Patent list to the Sponsoring agency through Proper channel.

Encouraging Student Research

Students are encouraged to submit proposals to funding agencies under student project schemes like TNSCST which provides opportunities to students with valuable experience in project planning, execution, and grant management under the guidance of faculty mentors.

Code of ethics in research

Researchers are responsible for fostering an environment with honesty and integrity. They must avoid activities that infringe upon copyrighted materials and engage in research misconduct, which includes conflicts of interest, fabrication, falsification, and plagiarism in any research-related aspect.