

# RESEARCH POLICY

## **Introduction**

Smt. P. N. Doshi Women's College, managed by SPRJ Kanyashala Trust, was established in 1960. The college started with five students in B.A and has grown into a multi-faculty institution with more than five thousand students under a variety of programmes. Our college has been accredited with 'A' Grade by National Assessment and Accreditation Council (NAAC) in three consecutive cycles. Being one of the "high performing institutes" in the country, we strive for a perfect blend of Teaching-Learning and Research, which is essential for sustainability and development.

The quest for knowledge is the basic principle behind research and it plays a vital role in achieving knowledge-driven growth based on innovation. The quality of research work always supports the quality of teaching and learning in the classroom, thereby benefiting the students, the society and the country. The promotion of research in a multi-faculty institution like us is a huge challenge. Yet, we strive to become an institution known for its students and faculty research and thereby enhancing the reputation of the college. As a Higher Education Institution, we want to be more committed and create an encouraging environment for academic research in higher learning. All this leads us to have the right policy framework to be able to develop an appropriate research environment.

## **Research committee**

The main purpose of Research Committee is to initiate, co-ordinate and evaluate research, assist with infrastructure as well as to encourage the publication of results in accredited sources. The committee must ensure that the highest standards are maintained. Principal, senior teachers as well as lecturers having research experience nominated by the Principal are members of this committee. The committee must meet at least once in a semester.

## **Functions of the Research Committee**

- To create a relevant research culture aimed at developing research skills and competence amongst students and staff
- To frame Research Policy and revise the same to accommodate contemporary needs
- To implement, review and update procedures mentioned in the research policy.
- To frame guidelines and make recommendations for sanctioning incentive / concessions / leaves for research
- To recognize research performance
- To promote ethical standards in research
- To guide researchers throughout the research and also help them avail facilities available on the campus as well off the campus for smooth conduction of research
- To spread awareness about IPR and plagiarism
- To encourage National as well as International collaborations
- To publicize college research work

## **Purpose of Research Policy**

The research policy explicitly outlines a targeted system of well-defined procedures for assisting and motivating the stakeholders to venture into the research arena and thereby increase the research output of the institute. The Research policy intends to bring transparency and set standard procedures for carrying out research. It will help researcher to carry out research that meets approved national and international standards as determined by publication of accredited outputs, patents and peer evaluation.

## **Definitions**

We shall use the terms "Researcher" and "Research" in following context throughout this research policy

## **Researcher**

Includes person/persons undertaking research activities

- Degree and post graduate students
- Aided and unaided teaching staff
- Nonteaching staff
- Industries we are collaborating with

## **Research**

Includes activities undertaken for the creation of knowledge, reorganization, and application of knowledge

- Presentation / Reading of Research papers
- Publication of research findings
- Books / Book Chapters authored
- Research projects at individual and institutional level
- Research projects with industry
- Individual / Group Research Projects
- Consultation / Contractual Research Projects undertaken
- Research projects undertaken at undergraduate and post graduate level by students
- Research undertaken by staff members in order to obtain further academic qualifications (e.g. PhD/ Post-doctoral research)
- Obtaining Patents / IPR

## **Research Policy**

In keeping with our vision 'To be recognized as center of excellence for women's education that empowers them to become self-reliant and responsible citizens who would contribute to build healthy society' our research policy as found below is framed.

1. Apart from their lecturing duties academic staff and students are expected to actively engage in research.

2. Though the college may not prescribe the nature of research, attention should be given to relevant, applied, problem solving and development aspects of research.
3. Faculty members are expected to strive towards meeting approved National and International Standards as determined by accredited and peer evaluated publications.
4. Departments should encourage students to further their studies and to become involved in the existing research projects.

### **Objectives of Research Policy**

#### **1. To create conducive environment to enhance the quality and quantity of research through informational assistance and support:**

##### **Strategies:**

- a) "Research assistance System/Desk" (Offline / Online) which works as one stop help spot, gives all required help to aspiring researchers. This provides information about upcoming seminars/ Conferences/ sources of research grants / rules and regulation of different research bodies/ UGC listed Journals/ Journals included in SCOPUS and also such other important topics on regular basis through various channels of communications.
- b) Identifying, encouraging and motivating stakeholders to take up research by organizing workshops / seminars on topics like contemporary developments in research, applying for research grants, writing proposals, research methodology, lay-out of reports, compilation of articles etc., in order to improve the quality of research outputs.
- c) Mentoring facility for the staff members throughout the research, where staff members would be provided with a handholding wherever required.

- d) Encouraging staff members to attend workshops, seminars and conferences
- e) Provision of spaces and environment where there is free and healthy discussion of research work and ideas like creation of study circles

## **2. To provide infrastructural and financial assistance to undertake research work**

### **Strategies:**

- a) Budgetary provisions for assisting researchers where major funding is required
- b) Budgetary provisions for conducting workshops, seminars, conference
- c) Standard procedures / guidelines / creating a system to obtain financial support through Research Fund of the institution
- d) A Stable and strong internet facility
- e) Provision of research laboratory facility where ever required
- f) Provision of state-of-the-art research, computation and research writing tools.
- g) Library assistance for retrieving information through online as well as offline sources of information like data bases, books and Journals.

## **3. To strive for recognition of the research work**

### **Strategies:**

- a) Encouraging and helping staff member to apply for various research awards
- b) In-house recognition/award for outstanding performance in the area of research
- c) Incentives, recognition to students who present/publish papers

#### **4. To make the research procedures and benefits accessible to all the researchers**

##### **Strategies**

- a) Uploading policy document on the college website and the information should be passed onto the researcher through various channels of communication
- b) Helping researcher to avail facilities available on the campus for smooth conduction of research through "Research assistance System/Desk"

#### **5. To create a research repository**

##### **Strategies**

- a) Submission of copy of every published work/ research project undertaken by the researcher to the research repository
- b) Making Research Repository accessible for college staff and students

#### **6. To explore avenues for industry institute research partnership on research projects**

##### **Strategies:**

- a) Identifying departments and encouraging them to collaborate with industry, non-governmental organizations for research work
- b) Encourage National and International contact especially with experts conducting research in the same field.
- c) Encouraging collaborative, inter-disciplinary, multi-disciplinary and trans-disciplinary research

#### **7. Research Code of Ethics**

- a) Research must be carried out in a scientifically responsible manner at all times. The researcher (research team) accepts responsibility for the design, methodology and execution of the research; plans the

study in such a way as to optimal the validity of the findings; reports the limitations of the findings and indicates where applicable, possible alternative interpretations.

b) The right of fellow researchers from a variety of paradigms, methods and techniques is acknowledged.

c) In the communication of their findings, researchers subscribe to the principles of honesty, comprehensiveness and exposure to public scrutiny.

d) The authority of the professional codes of specific disciplines is recognized and honored.

d) Researchers must not misuse their positions as researchers for personal gain e.g. use student ideas and patent as your own idea.

e) The researcher/research team gives due acknowledgement (financial or resource support) to the Institution in any of its reports, publications or visual presentations.

f) Researcher / Team of researchers should follow the guidelines for plagiarism and check with a standard software.

g) Researcher / Team of researchers should follow SOPs and ethical committee guidelines of SNDT Women's University. (<https://sndt.ac.in/downloads/university-faculty/ethics-committee-of-sndtwu.pdf>)

## **8. Publication of Institutions own Research Journal**

### **Strategies**

a) Giving platform to publish research findings / paper by bringing out research publication

b) Appointing a separate committee for publications of Research Journal

c) Obtaining UGC recognition for the Research Journal

C) Taking efforts for getting Journal indexed and strive for Impact Factor