

PLACE OF HIGHER LEARNING AND RESEARCH

(Approved Ph.D. Guidance Centre of RTM Nagpur University, Nagpur)

(Ph.D Center approval Letter No: BCUD/R/G/2015/101 Date: 19/01/2015

Renewal Letter No. RTMNU/CDS/2021/608 Dated 07/01/2021)

RESEARCH POLICY



**Shiksha Mandal's
G.S. College of Commerce
Wardha-442001**

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RESEARCH POLICY

Aims of the Research Policy

The research policy of the college aims to create and support a research culture among its teachers, staff and students and leverage it for enriching and enhancing the professional competence of the faculty members; for developing and promoting scientific temper and research aptitudes of all learners; for realizing the vision and missions of the college and for contributing to national development by establishing an institutional fund (Shiksha Mandal's Research Fund) and plan for facilitating their participation in research and related activities and by providing the 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 ethical conduct of research.

Scope of the Research Policy

This policy shall apply to all the researchers of the college and for the purpose of this policy 'researchers' are defined to include

- All staff, who are active in teaching, research, administration and provision of any form of support to the core functions of the college;
- All students registered with the college;
- All mentors, guides, external experts and sponsors associated with any of the research activities of the college;
- All academic and administrative departments of the college.

This policy shall apply to all the research and related activities of the college and for the purpose of this policy research and related activities will inter alia include:

1. Research activities including basic, strategic and applied research undertaken either for fulfilling the requirements of academic degrees or for solving problems;
2. Scholarly activities intended to expand knowledge boundaries by analysis, synthesis and interpretation of ideas and information by making use of rigorous methodologies;

3. Knowledge compilation and communication initiatives for keeping abreast of academic developments in any knowledge domain such as writing of textbooks, chapters of textbooks, monographs; developing/updating curriculum, etc.
4. Creative activities involving the generation of new ideas, innovations, hypotheses, images, performances or artifacts, including design in any field of knowledge which leads to the development of new knowledge, understanding or expertise;
5. Research projects of students undertaken as part of the curriculum or for enriching it;
6. Publication, presentation and communication of the research outcomes and related activities.

Objectives of the Research Policy

1. To strengthen the institutional capacity for strategic, technical and operational planning, budgeting and control of all research activities of the college;
2. To develop rules, procedures and guidelines for granting research support, instituting awards, and supporting all other related activities;
3. To guide faculty members in the effective integration research projects with the regular curriculum implementation and curriculum enrichment activities;
4. To promote Intra and Interdisciplinary research and establish 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;
5. To define an enabling framework for researchers to obtain sponsorships for research projects and which makes the participating researchers responsible for the successful implementation of the project;
6. To identify and establish linkages including MOU s 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;
7. To identify and establish 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;
8. To encourage and facilitate the publication of the research work/projects in reputed academic journals;
9. To compile 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;
10. To provide a mechanism for ensure that academic staff attain the desired mix of teaching, research and consultancy outputs so as to achieve the level stated in the College mission;

11. To draw up and adopt a research code, which informs all researchers about the ethical and legal norms and principles to be followed in the conduct of research;
12. To prepare and implement a research quality assurance mechanism for ensuring that all research activities of the college conform to standard quality specifications;

Composition of Research Cell

Research Cell will have the following composition

- Principal – Chairperson
- Coordinator – Member Secretary
- All Research Supervisors– Members
- Coordinator -- IQAC

Research Cell 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.

Code of Ethics

The institution has stated Code of Ethics to check malpractices and plagiarism in research. It is as follows. The ethical principles outlined here take into consideration the general or normative principle of ethics, viz, (1) Non-maleficence, (2) Beneficence, (3) Autonomy, (4) Confidentiality and (5) Justice.

1 Essentiality: Research should be undertaken after giving adequate consideration to the existing knowledge on the subject/issue under the study and alternatives available.

2 Precaution and risk minimization: Every research carries some amount of risk to the participants and to the society and consumes resources. Taking adequate precautions and minimizing risks are therefore essential.

3 Knowledge, ability and commitment to do research: While research is not the monopoly of any group or of only those who are recognized as professionals, every researcher must acquire adequate knowledge and ability, and should have commitment to do research.

4 Respect and protection of autonomy, rights and dignity of participants: Research involving participation of individual(s) must not only respect, but also protect the autonomy, rights and dignity of participants. The participation of the individual(s) must be voluntary and based on informed consent.

5 Privacy, anonymity and confidentiality: All information and record provided by participants to researchers or obtained directly or indirectly by researchers on the participants, are confidential. The

researchers should not reveal or share any information that could identify participants without the express permission of the participants.

6 Non-exploitation: Research must not consume unnecessary time of participants, make them incur unacceptable loss of resources and income and should not expose them to risks due to participation in the research. The relationship within the research team should also be based on the principle of non-exploitation and the contribution of each member should be properly acknowledged and recognized.

7 Accountability and transparency: The conduct of research must be fair, honest and transparent. The researchers are accountable to the research community and the society. Researchers must be amenable to the appropriate and responsible public scrutiny of their work by appropriate and responsible ethics/social body. In such a scrutiny, researchers should make full disclosure on each aspect of the research, conflicts of interest (if any), complete records of research, etc. It is desirable that researchers take steps, on their own, for the periodic research and social audit of their work by independent committee. The researchers should also make appropriate arrangement for the preservation of research records for a reasonable length of time.

8 Maximization of public interest and of distributive justice: Research is a social activity, carried out for the benefit of society. It should be undertaken with the motive of maximization of public interest and distributive justice.

9 Public domain: All research being carried out and planned must be brought to the public domain. Researchers must make adequate efforts to make the results of their research public, and to ensure that their reports are peer reviewed and disseminated.

10 Totality of responsibility: The responsibility for due observance of all principles of ethics and guidelines or rules devolves on all those directly or indirectly connected with the research. They include researcher(s), funder(s) and sponsor(s) of research, institution(s) where the research is conducted, and various persons, groups or undertakings who sponsor, use or derive benefit from research, market the product (if any) or prescribe its use. The totality of responsibility means all associated with research, must monitor, constantly review and take corrective measures.

Ethical Guidelines

1. Integrity of Researcher

- Researchers should undertake study only if they believe it will be useful to the society or for the furtherance of knowledge. They should bear in mind that research can have the potential of not only affecting individuals but also a larger population, even an entire state or country. Thus, they have a responsibility towards the interests of those involved in or affected by their own work. This also

emphasizes the need for integrity; continued enhancing of research capabilities and honesty at all stages.

- Researchers should anticipate and guard against possible misuse and undesirable or harmful consequences of research. Whenever a researcher comes across misuse or misrepresentation of their work, they should take reasonable steps to correct the same.
- Researchers, organizations and institutions should not allow themselves to be put in a position, which leads to compromising their integrity, autonomy or freedom in designing methodology, interpretation of findings and publication. They should not undertake research when its findings are to be kept confidential. Unless there is an established or written agreement on the stipulated time by which the funding/sponsoring organisation will make the research results public and disseminate them, the researcher should not accept the funding/sponsoring organization's right to publish and disseminate results.
- Framing of research questions and agendas should be issue/subject specific and sensitive to the culture or community being studied. The criterion of selection of participants of research should be fair. Easy accessibility of the participants alone does not make a fair criterion for including them in research as that will make them bear an unfair share of the direct burden of participation. At the same time, it should be borne in mind that no particular group or groups should be unfairly excluded from research as that can exclude them from the social understanding of their situation, and can also unfairly exclude them from direct, indirect or potential benefits of research. Participants and communities should not be exploited.
- Peer review should be an essential part of every research endeavor or initiative, and should be sought at various stages of research. Any research or peer review in which a conflict of interest could arise as a result of a personal or vested interest, should be disclosed prior to undertaking it. Where it is found that such a conflict could lead to the results of research or of its ethical conduct being affected then such an activity should not be undertaken.
- Researchers should report their findings accurately and truthfully. There should be no fabrication, falsification, plagiarism or other practices at any stage of the research.
- Every researcher has a duty to protect historical records and to preserve materials studied.

2. Institutional Mechanism for Ethics

1. While ethical guidelines are not administrative rules and the conscience of researchers is the best guide for following ethics and resolving ethical dilemmas, they cannot be completely left to the discretion of individual researchers. The institutions conducting regular social science research should create appropriate institutional mechanism to ensure ethical conduct. One such mechanism is to form an institutional **Ethics Committee (EC)** or **Ethical Review Board (ERB)**.

2. The EC or ERB should be concerned of the administrative control of the institution.
3. The EC or ERB should review all research for their ethical conduct so that the ethical principles and guidelines adopted by the institutions are implemented in practice and should take measures to educate researchers in ethics and in resolving ethical dilemmas.
4. The EC or ERB include the following members:
 - a. Principal of the Institution
 - b. Coordinator of the Research Cell
 - c. Two faculty members of the college include the IQAC Coordinator.

Research Policy Implementation Mechanism: The Research Cell of the college shall be responsible for implementing this research policy of the college by working closely with the college management. The specific roles and functions of the research cell will be as follows:

1. Facilitate the faculty in undertaking research and will work with the college management to set up a research fund for providing seed money;
2. Provide research facilities in terms of equipment, research journals and research incentives etc. required by the faculty;
3. Facilitate the establishment of specific research units/ centre's by funding agencies / university.
4. Organize workshops/ training programmes/ sensitization programmes are conducted by the institution to promote a research culture on campus.
5. Invite industry to use the research facilities of the college and sponsor research projects.
6. Approach National and international organizations such as UGC, ICSSR, to fund Major and Minor research projects undertaken by the faculty;
7. Make efforts to improve the availability of research infrastructure requirements to facilitate research.
8. Institute research awards.
9. Create 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.
10. Encourage and promote the publication of research articles by the faculty in reputed/ refereed journals.
11. 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.
12. Publicize the research expertise and consultancy capabilities available in the college.

13. Facilitate the provision consultancy services to industries / Government / Non- Government organizations / community/ public.
14. Prepare Rules & Guidelines for Grant of Research related leave and other remissions
15. Prepare Guidelines for design and evaluation of curriculum oriented research projects
16. Prepare a college research agenda with relative priorities.

Fee Structure: The following is the fee structure which may be altered from time to time as per the revised guidelines of the college administration and the RTM Nagpur University, Nagpur.

1. The Provisional Admission Application form : Rs.500/-
2. After the Confirmation of Admission by RRC of the RTM Nagpur University, Nagpur each final admitted Research scholar at Place of Higher Learning and Research, G.S.College of Commerce, Wardha has to pay the fees amounting to Rs. 5,000/- annually for the renewal of the Registration at the Centre up to the final submission of the Thesis for evaluation. Apart from this the Research Scholars have to pay the Renewal Fees of the RTM Nagpur University, Nagpur as per the guidelines as on such date at the University Counter so as to keep their registration with the university live.
3. Apart from that any special occasional fees is to be paid as per the communication either by the university or by the college from time to time if required.

PLACE OF HIGHER LEARNING AND RESEARCH Committee

1. **Dr.Arundhati Ninawe --- Principal and Chairman**
2. **Dr.K.V.Somanadh ---- Coordinator & Research supervisor**
3. **Dr.Anil Ramteke (Research Supervisor) --- Member**
4. **Dr.S.R.Junghare (Research Supervisor) ----Member**
5. **Dr.Rajendra Raut (Research Supervisor)-- Member**
6. **Dr.Yogesh Patinge (Research Supervisor) -- Member**
7. **Mr. Parishkrit Agrawal (IQAC) ----- Member**

Date: 08th June 2023

**Dr.Arundhati Ninawe
Principal
G.S.College of Commerce
Wardha**