



**RESEARCH AND DEVELOPMENT POLICY**

**1. Vision and Mission of Research and Development**

**Policy Vision:**

To cultivate a research-oriented environment that empowers faculty and students to engage in impactful research.

**Mission:**

To support faculty and students by facilitating research activities, fostering partnerships, and promoting the dissemination of knowledge with limited resources.

**2. Objectives of the Research and Development Policy**

- (i) To initiate and encourage research activities within the constraints of available resources.
- (ii) To promote a culture of self-directed and collaborative research.
- (iii) To support interdisciplinary research that aligns with societal needs.
- (iv) To encourage the publication of research findings in accessible forums and journals.

**3. Scope of the Research and Development Policy**

This policy applies to all faculty members and students conducting research within the institution. It outlines the process for initiating research, and seeking external support.

**4. Research Ethics and Integrity**

- (i) Faculty members and students must uphold ethical standards and conduct their research with honesty, accountability, and transparency.
- (ii) Protect the confidentiality and privacy of research participants and respect data security practices.
- (iii) Avoid all forms of plagiarism, data falsification, and other unethical practices.

**5. Research Initiation**

Faculty members and students are encouraged to propose small-scale or collaborative research projects that do not require significant financial resources.

**6. Funding Strategies and External Support**

- (i) Faculty members are encouraged to apply for external funding, grants, and fellowships from government and private agencies.
- (ii) The institution will facilitate applications and provide support in preparing proposals, but funding is primarily the responsibility of the faculty member.



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(iii) Faculty members and students can also explore sponsorships or collaborations with industry and local businesses to support research needs.

### **7. Partnerships and Collaboration**

- (i) Faculty members are encouraged to form collaborations with other institutions, industries, and community organizations.
- (ii) Partnerships with external research bodies can help share resources, infrastructure, and expertise.
- (iii) All collaborative projects must be approved by the Research and Development Cell, and any formal agreements should be documented.

### **8. Resource Utilization and Cost-Effective Measures**

- (i) Available institutional resources, such as lab, library, and digital tools, should be utilized optimally.
- (ii) Opensource software, online databases, and digital libraries should be used where possible to minimize costs.
- (iii) The institution will support digital skills workshops and provide access to online learning resources to help faculty and students conduct research with limited funding.

### **9. Research Dissemination and Publication**

- (i) Faculty and students are encouraged to publish their research in open-access journals and online platforms to increase visibility without incurring publication fees.
- (ii) Presenting research works at conferences and webinars is encouraged to share findings without extensive travel expenses.
- (iii) All research publications should acknowledge the institution's support.

### **10. Recognition and Non-Monetary Incentives**

- (i) The institution will recognize research achievements by featuring them on the college website, college magazine, and social media handles of the college.
- (ii) Faculty and students with significant contributions may be nominated for awards or recognition within the academic community.
- (iii) Research activities and achievements will be considered favourably in faculty appraisals and student records.

### **11. Monitoring and Evaluation**

Monitoring and evaluation will focus on research progress, publication potential, and contribution to the institution's research goals.

### **12. Plagiarism Policy and Data Management**



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- (i) All faculty members and students are required to adhere to strict standards of originality, using plagiarism detection tools as available.
- (ii) Faculty and students should store data responsibly and securely, with access limited to authorized personnel.

### **13. Periodic Review of Policy**

- (i) This policy will be reviewed annually to adapt to changes in the institution's resources and research goals.
- (ii) Feedback on the policy will be collected from faculty and students to identify areas for improvement or adaptation.

### **14. Dispute Resolution and Appeals**

- (i) Any disputes related to research or policy compliance should be addressed to the Research and Development Cell, which will attempt to mediate and resolve the issue.
- (ii) If unresolved, appeals may be directed to the Academic Committee.