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Dated: 26.04.2022

OFFICE ORDER

Subject: Revised Research Promotion Policy from Academic Session 2021-22.

The revised Research Promotion Policy as approved in 28th meeting of Academic Council held (vide agenda item no. 28.07) on 23rd April, 2022 to be implemented from the Academic Session 2021-22 is hereby notified for information (as annexed).


Registrar
K.R. Mangalam University
Sector Road, Gurugram
Haryana - 122103

Encl: As above

Copy to:

- Vice Chancellor : For kind information
- Pro Vice Chancellor : For kind information
- Finance Officer
- Dean (Academics Affairs)
- Director- IQAC
- Dean/ Associate Dean- Research
- Controller of Examinations
- All Deans/ School Coordinators
- All Faculty
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RESEARCH PROMOTION POLICY

1. Preamble

Academic excellence of any university depends upon its research productivity and innovation in addition to robust teaching -learning process. Research in any particular discipline is considered to be a continuous process of enriching and comprehending knowledge by way of exploring, innovating and creating new boundaries to satisfy quest of humans to understand natural phenomena.

Research Promotion Policy of K.R. Mangalam University aims to achieve excellence in research with a vision to contribute to society through innovation and exploration. The purpose of research promotion policy is to create a vibrant and creative environment among researchers to promote and develop well defined novel research mechanism enabling the university to emerge as one of the leading research institute in the country. University research promotion policy provides guidelines for priorities in research, and utilization of research funds for high quality impactful research. The objectives of the research policy are:

2. Objectives

- To stimulate research, invention and intellectual capital through strategic planning and budgeting.
- To formulate rules, procedures and guidelines for providing research support, instituting faculty awards, and supporting all other related activities.
- To augment research facilities like purchase of equipment, upgradation of labs, subscription of journals and capacity building in human resources.
- To create and administer research funds for supporting and facilitating research initiatives and projects of faculty members and students.
- To integrate teaching and research and ensure quality and ethics in research.
- To offer exciting environment and opportunities for interdisciplinary research and corroborate modalities for undertaking joint research projects/extramural funding/faculty exchange programs through MOUs with international and national organizations.
- To implement UGC regulations for award of Ph.D.
- To motivate and facilitate the publication of the research work/projects in reputed academic journals/conferences/workshops/seminars etc.



3. Committees for Promotion of Research

To achieve the high-quality research ambience in the institution, the following committees and policies have been in practice with continual efforts for revision as well as updating.

a. University Research Committee (URC)/Research Advisory Council (RAC): University constitutes a committee to render advice, guidance and approval of research policies, projects and other research related activities. University assigns responsibility for the oversight and coordination of applied research and innovation activities to this committee. URC provides suggestions to the academic council on research policies and research funding policies and procedures. It reviews, reports and oversees allocation and utilization of research funding to academic staff. It approves applications for extra research funding submitted by academic staff of university.

Constitution of University Research Committee:

- i. Vice Chancellor as Chairperson
- ii. Chairpersons of School Research Committees
- iii. One full time academic staff from each School
- iv. Full time academic staff nominated by Vice Chancellor
- v. Registrar as secretary

The term of members of University Research Committee/Research Advisory Council shall be of two years.

b. School Research Committee: It considers the applications for registration to PhD Programs. It considers and approves the periodic progress report of research scholars and performs other functions as assigned by URC.

Constitution of School Research Committee:

- i. Dean as Chairperson of the Committee
- ii. All Heads of the departments of the School
- iii. All professors of the School
- iv. One full time academic staff from another school as nominated by Vice Chancellor for a period of two years



c. **Research and Development Cell (RDC):** Research and Development Cell under the chairmanship of Dean Research is established to promote and augment research at all levels. It monitors the performance of researchers including UG/PG students, PhD research scholars and faculty and provides motivation and guidance for quality research. The office prepares guidelines for matters related to research and review it time to time and suggests measures for further improvement. It will facilitate planning, implementation, and monitoring of research activities, formulate rules, regulations, and policy frameworks for utilization of facilities and resources at university. Various committees related to Finance and Infrastructure, Research Program Policy Development, Collaboration and Consultancy, Product Development, Monitoring and Commercialization, IPR, Legal and Ethical Matters may be created by Research and Development Cell. Apart from providing guidance, RDC would monitor research activities of the university. RDC should keep a close contact with Ministry Innovation Cell to make use of various innovative plans for facilitating the researchers. Research Activities may be associated with innumerable Govt. Missions like SDGs, Start-up India etc. for self-reliant India.

The university creates Research Chair and appoints Professor Emeritus for a particular term where senior scientists and academicians join the university and guide faculty and students to work on some specialized area of research.

Scope of work:

- i. Dissemination of information about project calls from Govt. of India funding agencies from time to time to all the departments and to motivate faculties to carry out high quality research along with preparation and submission of project proposals.
- ii. Review of development of research capacities and achievements of the organization.
- iii. Monitoring the performance of individuals, groups, and faculties to encourage excellence and productivity by maintaining a database of research and development activities as well as collect data by metrics such as Citation Index, Impact Factor, h-index, SNIP, SJR, etc.
- iv. Protection and commercialization of the Institute's intellectual property along with assistance in filing patents.
- v. Revision and implementation of faculty incentive schemes for promoting research activities among teachers.



- vi. Develop infrastructure for promoting the quality and quantity of research and development.
- vii. Review requests for seed grant funding and disburse Institute research funds to established researchers, both individually and in groups.
- viii. Monitor the application of research funds received from Govt. of India & in-house to ensure that the funds are properly and formally accounted for.
- ix. Foster the development of multidisciplinary research endeavours across Schools and departments.
- x. Explore the possibilities towards consultancy activities related to R&D and augment research, start-ups projects in the university by way of motivating and facilitating faculty to apply for Govt. and Non-Govt. research and consultancy projects.
- xi. Organize conferences, expert talks on emerging technologies and faculty & staff development programs in association with national and international organisations.
- xii. Sign MOUs with other organizations/universities for collaborative research and exchange programs.
- xiii. Motivate and facilitate faculty and research scholars for quality publications in journals/conferences/patents etc.
- xiv. Manage shodhshala and review requests for attending conferences /FDPs etc.

4. Research Facilities

University ensures to provide infrastructural facilities for carrying out research. Initiatives are taken to strengthen and encourage inter and multidisciplinary cooperation and to use available infrastructure of various disciplines efficiently. University pledges to invest in need base infrastructure in terms of labs, equipment, chemicals, books, journals, and software for strengthening research.

Robotics Lab, Centre of Excellence- Artificial Intelligence in School of Engineering and Technology, Engineering Kitchen in School of Basic and Applied Sciences, Central instrumentation lab in School of Medical and Applied Sciences having sophisticated research equipment have been created to cater to the needs of undergraduate, post graduate, research scholars and faculty. Software like SPSS and Microsoft for database analysis are made available to researchers as per their requirements. The undergraduate labs are well equipped to carry out minor research projects.



The University also has a well-resourced library, internet, computers in every department, and audio-visual facility to pursue research. The researchers are provided with library facilities and internet access to pursue their research work. Establishing new facilities and upgrading the existing ones is a continuous process.

The University makes budget provisions to procure necessary equipment for experimental projects, software tools, travel support for faculty attending conferences, internal funding, subscribing research journals, reference books and textbooks to strengthen the library.

5. Research Funds to Faculty

Special research funds for initiating research are earmarked by the University to meet the objectives of research policy. These funds are available under **Seed Grant Policy**. This scheme provides initial funding and builds the base for research and helps researchers for acquiring external research funds from Govt. and Pvt. Organizations. University calls for proposals from faculty for initiating research. Proposals in this regard are submitted to research office and grant is sanctioned based the merit of research through a transparent process.

Researchers have to complete all research projects with in the stipulated time frame and achieve the set goals. Research and Development Cell monitors the progress of the research work for which amount was given. Any anomalies are reported to Dean Research who may escalate to Vice Chancellor for final decisions.

6. Research Incentives

All the faculty members are encouraged to conduct research in the focused as well as interdisciplinary areas of research. University lays emphasis on the quality of research and incentives/awards are given to the researchers to encourage quality publications/patents granted. Research outcome is also considered for faculty recruitment and promotion.

7. Code of Ethics

University expects that those engaged in research activities are committed to high standards of professional conduct, integrity, and ethics. They must adhere to highest principles of honesty, and accuracy so that knowledge is presented without distortion of truth. University Code of Ethics has been created for promoting academic and research integrity as well as publication ethics in the universities

Code of ethics enables university to check malpractices and plagiarism in research.



- i. The use of any idea from an external known source is strictly not allowed in an institution environment unless it is cited properly.
- ii. Inventions and concepts of innovations in the institute premises, never exposed by other similar senses.
- iii. The use of copyrighted materials without permission is not allowed.
- iv. The research idea/work/concept submitted by the author is NOT a legitimate copied scientific article and does not violate common ethics.
- v. Individual faculty/staff is responsible to follow the policy of Code of Ethics in the institute. Ethics for research involving human participation in research fields of social sciences, law, media, medical should comply with codes and practices issued by Govt. of India. Research ethics involving experimentation on animals should comply with codes and practices issued by Govt. of India.

Research projects involving human and animal experimentation including those as a part of teaching program, must be approved in advance by the competent authority.

The responsible conduct of research requires disclosure about conflict of interest. Researchers must disclose any affiliation or financial involvement with any organisation or entity having direct and indirect interest in research work or resources used for research work. Researchers need to report conflict of interest which has potential to influence research findings, publications, media reports, grant applications, commercial products and finances. Disclosure must be made to Dean Research who will further refer the matter to Vice Chancellor for further advice.

As per UGC Guidelines, University Academic Integrity Panel and Department Academic Integrity Panels have been constituted to investigate the research misconduct if reported. Investigations are carried out by Departmental Academic Integrity Panel who will submit its report to Vice Chancellor who may forward it to University Academic Integrity Panel for further investigation and recommendation of penalties to the guilty.

University does not support plagiarism and its antiplagiarism policy is in place as per UGC directive to check malpractices.

8. Plagiarism Software

The institute has subscribed "Drill bit" software that performs the content similarity check of research articles, project proposals, PhD theses to ensure the high standards of research. Apart from the UGC has provided "Urkund" Software to faculty and research scholars to check similarity index to curb malpractices.



9. Collaborative Research /Consultancy Projects / International MOU

The research policy focuses on gaining national and international reputation through association with reputed institutes for collaborative quality research and consultancy projects. This is facilitated by expanding research to include study on new evolutions and technical developments. Policy encourages faculty for doing collaborative research by signing MOUs with premium institutes and promotes faculty/student exchange programs. University invites industries to use research facilities and sponsor research projects.

10. Patent and Intellectual Property Rights (IPR)

All potential inventions created and invented by faculty using University resources must be disclosed to the University. If intellectual property rights have to be claimed, ownership of these inventions is assigned to the university regardless of source of funding. Commercialization of technology developed using university resources will guarantee the contractual obligations of sponsors. Sharing royalty of such commercialization with university is part of such contracts and will be in accordance with IPR Policy of the university.

11. PhD Program

PhD program was initiated in 2015 and PhD is offered in following eight schools:

- **School of Engineering and Technology:** Computer Science Engineering, Electronics and Electrical Engineering, Mechanical Engineering
- **School of Management and Commerce:** Management, Commerce
- **School of Basic and Applied Sciences:** Physics, Mathematics, Chemistry
- **School of Medical and Allied Sciences:** Pharmaceutical Sciences
- **School of Legal Studies:** Law
- **School of Humanities:** Economics, English
- **School of Journalism and Mass Communication:** Journalism & Mass Communication
- **School of Education:** Education

Based on the entrance test and interview research scholars are selected. PhD regulations are framed as per UGC guidelines and research scholars have to fulfil necessary requirements for the award of PhD degree.

University may offer university research fellowships to few full-time research scholars for a limited period of time for carrying out research in the university.



12. Research at UG/ PG Level

Efforts are made to integrate teaching with research. University motivates undergraduate and post graduate students to work on research projects under the guidance of faculty. They are encouraged to participate in conferences and present & publish their work in conference proceedings or journals.

13. Information Management System

University is maintaining Research related Information Management System for researchers to collect, compile and manage research related databases like detail of research labs, analytical equipment, advanced instruments available in the labs, publications/ research projects details, fellowships, collaborations, patents, thrust areas of researchers, available consultancy services and innovations etc. University has already signed MoU with UGC- INFLIBNET to provide services for uploading the research information.

14. Identification of Thrust Area

RDC would identify thrust area for research as per faculty competencies as well as societal needs having focus on interdisciplinary research and try to develop Centre of Excellence (CoE) which may serve as incubation centre for start-ups and consultancy.

15. Research Monitoring

To promote quality culture, RDC would perform SWOC analysis of research papers and suggest Scopus Indexed, Web of Science (WoS), or UGC-CARE recognized journals for publications. It would also ensure that all the Research Labs in the institution fulfil the norms of Good Laboratory Practices (GLP) and Safety (Bio and Chemical) measures, recognized as QIP centre and by the National Accreditation Board of Laboratories (NABL).

University invites resource persons to provide training to faculty and research scholars for writing projects and submission to extra mural funding to agencies like DBT, DST, Ayush, FIST etc. University organizes in house conferences and faculty development programs to upgrade knowledge of faculty and provides support to researchers for attending and presenting papers in international/ national conferences and for attending workshops/seminars and faculty development programs.


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