

ORIENTAL COLLEGE RESEARCH POLICY (2019-20)

1. INTRODUCTION

In keeping with its Vision of academic excellence, the Oriental College (Autonomous), Imphal is committed to provide a quality research culture in the institution. The research policy of the college aims to contribute to capacity building by encouraging the scientific temper and research aptitude of the faculty and students, by implementing advanced research methodologies and by providing standard norms for conducting research in an effective and safe manner. The policy shall apply to all faculty- temporary or permanent, staff appointed as part of Research Projects and students who are engaged in research as part of their curriculum.

2. OBJECTIVES of the RESEARCH POLICY

The research policy provides a broad framework to guide scholarly research with the following objectives:

- i) To encourage the faculty to take up research work by providing necessary support,
- ii) To provide consultation and guidance to the faculty desiring to take up research, and to address grievances of those who are engaged in research,
- iii) To create and promote a culture of research among the faculty and staff,
- iv) To identify research areas and specify research topics of academic, practical and social significance,
- v) To organize seminars/conferences/workshops on research topics and training programmes in research methodology,
- vi) To ensure quality, integrity and ethics in research,
- vii) To publish research material in appropriate media and to make available such published information to the end users,
- viii) To facilitate the publication of reports submitted by the research scholars,
- ix) To bring about an annual/periodic compendium of abstracts/papers presented by the staff and students in various seminars / conferences / workshops for the benefit of researchers,
- x) To serve as a facilitator providing professional guidance, technical support and recommendation for financial assistance,
- xi) To encourage inter-and extra- disciplinary research and contribute to the vision for creation of high standard Integrated Lab in the institution.

3. RESPONSIBILITY AND OBLIGATIONS IN RESEARCH

The college advocates high standard of responsibility and ethical conduct norms from all sections for higher research. It hereby affirms the following principles concerning research:

- i) The college should create an environment conducive to research by providing suitable infrastructural facilities such as space, library, lab facilities, and funding if available, based on the educational merit of the proposed research.
- ii) Individual research projects / research scholars should be free to select the subject matter of their research, to seek support from any available financial source for their work, and to arrive at their own findings and conclusions. However their methods, findings and conclusion should be available for scrutiny and criticism of peers.
- iii) For a regular faculty- newly appointed or joined- who is currently pursuing doctoral studies in a registering university, a written application shall be submitted to the

Principal through the concerned Dean for acceptance as a research scholar in order to avail the privileges and benefits of research under this research policy. On the direction of the Principal, the candidate shall submit an update on the research work done to a committee- herein referred to as RGCE stated below. On the recommendation of the committee, the Principal may accept the candidate as a research scholar under this policy.

- iv) Research techniques should not violate established professional ethics pertaining to the health, safety, privacy, and other personal rights of human beings or to the infliction of injury or pain on animals.
- v) Researchers should demonstrate integrity and competence, objectivity and justice, and intellectual honesty.
- vi) Publication of the research in international, peer reviewed and indexed journals with good impact factor is expected.
- vii) Malpractices including plagiarism are strictly prohibited.
- viii) The Principal to initiate, promote and monitor the research activities in the institution by constituting the RGEC from time to time.
- ix) The material component such as equipments and books procured out of the research grant of the funding agency during research project undertaken by a faculty will remain as property of the college after the project is completed.

4. RESEARCH PROJECTS

- i) The college expects all our faculty to complete their Ph.D. However, regular faculty members who, for legitimate reasons, are not engaged in pursuing doctoral studies are urged to take up research projects – Minor or Major, funded by agencies like the UGC, DST, DBT, BRNS (Board of research in nuclear sciences), RBI, etc. The management will endeavour to provide necessary support to such projects and assist in applying to the funding agencies.
- ii) For institutional projects of small scale such as Action Research/ research in college's "adopted village", if available, proposal has to be routed through the concerned Dean to the Principal who after examining the proposal with budget in consultation with RGEC, may decide on it.
- iii) The faculty pursuing for research project shall be jointly responsible with the Principal Investigator (PI), if any, for preparing the budget, maintaining the accounts, keeping a stock-register of the equipment, consumables purchased and the disposal of excess consumables for the project. A copy of the budget and accounts must be submitted to the Principal and the Coordinator (RGEC) for scrutiny and monitoring.
- iv) Periodically or as per the design of the project proposal, the candidate and the PI shall keep the Principal informed about the progress of the project, its closure, the audited statement of accounts and the utilization certificate.
- v) The candidate shall abide by the requirements and guidelines of the management and the funding agency on choice of the PI, intellectual property rights, journal publications or presentations in conferences/seminars.

5. BODY FOR PROMOTION OF RESEARCH

To assist young researchers and faculty desiring to take up research projects, the college sets up 'Research Guidance and Extension Cell' on 12th March, 2020 with the Principal as its chairman and a Coordinator appointed by the Principal from amongst the faculty to promote research work, create and sustain a research culture, motivate staff and students to engage in research activities. The aim is to inspire, guide and coordinate the initiatives of the staff and students towards-

- doctoral and post-doctoral research in the sciences and the humanities,
- major and minor research projects,
- organizing of national and international conferences,
- presentation of research papers and their publication in reputed journals, and
- other research-related matters.

The Cell encompasses in its ambit all research activities of the staff and students including research scholars working in the college.

The Cell comprises all Deans, all HODs, Coordinator of IQAC, 2 teachers each of Arts and Science who are actively involved in research activities. It formulated this research policy on 20th March, 2020 for implementation in the college paving way for further refinement in the direction of excellence in research and extension.

6. CONFERENCES/SEMINARS/PRESENTATIONS/PUBLICATIONS

- i) The Policy inspires and coordinates the initiatives of the staff for organising / participation of conferences, seminars, workshops as well as presentations / publications. But enhancement of qualification, participation in Orientation or Refresher courses, attending seminars and conferences, organizing programmes in the Departments, faculty development programs are outside the ambit of research promotion envisaged in this policy.
- ii) In spite of the sub-clause (i) above, participation in national or international conferences/seminars, presentation of papers and publications will come under the purview of this research policy only to the extent that these are directly related to research and recognised as such by the Principal on the recommendation of the RGEC.
- iii) The candidate is expected to have his/her paper/presentation scrutinised by the RGEC along with the detailed budget so that it can be sent to the Principal for his approval.

7. INCENTIVES FOR INCREASING RESEARCH ACTIVITIES

- i) The initiative and responsibility for applying for funds is primarily that of the candidate engaging in research. He/she can seek funding from the available sources such as government agencies, corporate business and industry, philanthropist etc.
- ii) the college authority shall endeavour to provide seed money for the research projects under the conditions:
 - (a) The research project, doctoral/minor/major, has been processed and recommended by the RGCE to the Principal,
 - (b) The budget proposal and the external sources funding are indicated,
 - (c) The number of applicant candidates and the quantum of fund requested are within the budgetary provision of the college.

- iii) The college promotes and encourages faculty members and scholars to present their work in international conferences. The authority shall also endeavour to provide travel grant to faculty scholars who are invited for delivering lectures in national/international conferences or to present their findings in national/international conferences. [vid. Ref. clause 6(ii) above]
- iv) To inculcate research aptitude among students, selected students from Departments across the Programmes will be given financial assistance for innovative projects.
- v) Based on research and publication related achievements of the faculty evaluated at the end of every year, the college shall institute recognition awards titled “Best Researcher of the Year in Science” and “Best Researcher of the Year in Arts”.
- vi) In all cases, the decision of the Principal shall be final.
- vii) As a part of encouragement, it is expected that the Department, with initiative of the HOD, will make suitable arrangements to substitute for its own faculty scholar in academic duties such as classes, invigilation, etc. at high times of research.

8. IPR CELL

In order to help the researchers protect their rights regarding their research findings, papers and books to be published as well as to check the level of plagiarism, this research policy shall suggest the college authority to set-up an IPR Cell of the institution.

9. BUDGET ALLOCATION FOR MONETARY INCENTIVES

Sl. No.	Item for Faculty	Item for Student	Amount
1.	Seed Money for research (for 2 each form Arts and Sc.)		For Arts=Rs.20,000 For Sc. =Rs.30,000 (both for 2 persons)
2.	Travel grant for lecture/ paper presentation in national/international conference/seminar		Upto Rs.10,000 (in a year)
3.		Innovative project assistance (1 each form Arts and Sc.)	For Arts=Rs.2,000 For Sc. =Rs.5,000
			Total= Rs.57,000

10. Conclusion:

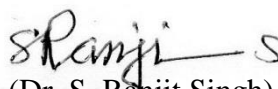
The college has decided to encourage all its Departments to engage the faculty in creative, innovative and socially useful research. The research policy laid out above is the first step to this venture. It will be implemented on an experimental basis for the period of one year from the date of commencement. The college will then review and revise the policy if necessary in consultation with stakeholders. It is believed that all teaching staff and students will endeavour to take up research trailing on their way to highest achievements to accomplish the vision of the college.

(Dr. S. Ranjit Singh)
Principal

OFFICE MEMORANDUM

In order to create and sustain a research culture, motivate staff and students to engage in research activities in the college, a consultative and implementing cell in the name of “Research Guidance and Extension Cell” is hereby instituted with the following staff of the college as its composition with immediate effect for a tenure of two years.

Sl.No.	Name & Designation	Cell Position
1.	Dr. S. Ranjit Singh, Principal	Ex-officio Chairman
2.	Kh. Debendra Meitei, Dean of Science	Ex-officio Member
3.	Dr. Kh. Aruna Devi, Dean of Arts	Ex-officio Member
4.	Dr. S. Sanayaima Devi, HOD (Zoology)	Ex-officio Member
5.	Dr. Kh. Keinahanbi Devi,	Ex-officio Member
6.	Padmaja Sanjenbam,	Ex-officio Member
7.	L. Ibeni Devi,	Ex-officio Member
8.	L. Wormila Hungyo,	Ex-officio Member
9.	S. Jibonlata Devi,	Ex-officio Member
10.	Th. Rebabati Devi,	Ex-officio Member
11.	Md. Yusuf Ali,	Ex-officio Member
12.	Dr. O. Rudrababu Singh,	Ex-officio Member
13.	Dr. R.K.Joykumar Singh,	Ex-officio Member
14.	Ch. Somorendro Singh,	Ex-officio Member
15.	Dr. S. Nabadwip Singh, Physics Dept.	Member
16.	Dr. Mangangcha Thoudam Achou, Manipuri Dept.	Member
17.	L. Mani Singh, Coordinator, IQAC	Ex-officio Member
18.	Dr. R.K. Rajeshwari Devi, Zoology Dept.	Coordinator


(Dr. S. Ranjit Singh)
Principal