



PATNA WOMEN'S COLLEGE

Autonomous

PATNA UNIVERSITY

3rd Cycle NAAC Accredited at 'A' Grade with CGPA 3.58/4

'College with Potential for Excellence' (CPE) status accorded by UGC

RESEARCH POLICY

1. Preamble

In keeping with its vision and mission statement 'to excel in teaching-learning, research and consultancy', Patna Women's College (Autonomous) is committed to create and establish a quality research culture in the institution; promote research aptitude among the teachers and students; and provide a supportive environment for conducting fruitful research. The research policy will apply to all the faculty members, the staff appointed as parts of research projects and the students.

2. Objectives of the Research Policy

The **Research Policy** provides a broad framework and a set of standard norms for conducting research and research based developmental activities at Patna Women's College. The basic objectives of the policy are:

- To create and promote a culture of research among the faculty, staff and students of Patna Women's College (Autonomous)
- To identify research areas and specific research topics of academic, practical, scientific and social relevance
- To organize seminars/ webinars/ conferences/workshops/ training programmes on significant and time referent themes and methodologies
- To ensure quality, integrity and ethics in research
- To create and administerra research fund (seed money) for supporting and facilitating research initiatives and projects for the faculty members and students

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- To develop rules, procedures and guidelines for granting research support, instituting research awards and supporting other research and development related activities
- To encourage and facilitate the faculty members for the publication of research work/projects in reputed academic journals
- To encourage and facilitate the faculty members for presentation/communication of the research work/projects as well as their findings and recommendations through academic events such as workshops/seminars/guest lectures or the media
- To publish quality research journals of interdisciplinary nature
- To bring about compendiums of abstracts and books of papers presented by the delegates at various seminars / conferences / webinars organised by the institution

3. **Establishment of Research Committee**

Patna Women's College has established a **Research Committee** for encouraging and promoting the research culture in the institution. The responsibilities of the Research Committee include promoting the departments to organize seminars/ webinars/ workshops/ conferences/ training programmes; encouraging the teachers to undertake research projects and explore the funding agencies for the same; conducting orientation programmes on research ethics; undertaking the publication of research journals **Explore** and **IRIS**; and incorporating Institutional Research Awards for teachers and students. The Research Committee is composed of senior teachers from different departments as members headed by a Research Committee Coordinator; and the Principal as the Chairperson.

4. **Promotion of Research**

- Patna Women's College publishes one interdisciplinary annual research journal **Explore** and one science journal **IRIS** to inspire the teachers and students to undertake quality research and publication.

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- For motivating the emerging researchers, the institution invites proposals from the faculty members every year and provides research grants in form of seed money for the selected proposals.
- For inculcating research aptitude among the students, financial assistance is granted to the selected students from the various departments of Science, Arts, Commerce and Education for innovative research projects.
- In order to facilitate interdisciplinary research and to provide access to advanced research equipment, the Institution has a **Central Research Laboratory (CRL)**. The CRL remains open on every working day for the researchers and a Research Supervisor is appointed to supervise its functioning.

5. **Conduct of Research**

The management of Patna Women's College (Autonomous) hereby asserts the following principles for the conduct of research:

- The researchers will be free to select the topic and theme of research; and to seek financial assistance from any authorized funding agency.
- The management shall provide a conducive research environment; such as adequate space, basic infrastructural resources, library, laboratories, IT facilities and so on.
- Research methodologies adopted and research techniques applied will not violate the established research and professional ethics pertaining to health, safety, privacy, Intellectual Property Rights (IPR), cyber security and injury to animals.
- Handling, storage and disposal of chemical and e-wastes will be done as per safety guidelines.
- Plagiarism in any form beyond the accepted limit will be strictly prohibited.
- The Research Committee under the guidance of the Principal will be responsible for the implementation of the research policy and monitoring of the research activities conducted in the institution.

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6. Research Incentives

For motivating the teachers and students to develop a research culture, the management of Patna Women's College (Autonomous) will facilitate the following incentives:

- Based on the recommendations of the Research Committee and approval of the Principal, every year **Best Researcher Award** will be awarded to teachers from the different faculties for exemplary research work and publication.
- Every year one teacher from a department will be provided support for participating in National level outstation Seminars/ Conferences/ Workshops/ Training Programmes in form of registration fee and conveyance within the budgetary provisions of the management; based on the request from the teachers/ departments.
- The selected Undergraduate and Post Graduate students from every department will be given opportunity to undertake **Research Projects and Project Presentations** under the Government schemes of **CPE** (College with Potential for Excellence), **BSR** (Basic Scientific Research) and Star College scheme of **DBT** (Department of Biotechnology).
- The selected students will work in groups of three and a maximum of three groups will be selected from each department. The groups will work under teacher supervisors. The experts from different academic fields will judge the research projects and presentations. **Merit Certificates** will be awarded for the best project team in each department; and the others will be given **Participation Certificates**.
- The best research paper based on the research presentation from each department will be published in the annual peer reviewed journals **Explore** and **IRIS**.

7. Financial Assistance

The management of Patna Women's College (Autonomous) will establish a research fund to provide Seed Money to faculty members and students for undertaking research under the following conditions:

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- The research synopsis and budget proposal shall be recommended by the Research Committee and approved by the Principal.
- The number of applicants and the requested fundings are to be within the budgetary provisions of the management.
- The recipient of Seed Money will complete the research project within the approved time limit and submit the report along with the audited statement of account to the Research Committee/ Account Section of the college.
- The recipient of Seed Money will clearly state the name of Patna Women's College (Autonomous) in the research article communicated for publication.
- Screening committee for disbursing Seed Money will be comprised of Principal, Vice Principal, Finance Officer and Coordinator and members of Research Committee.

8. Budget Allocation for Seed Money

| Item | Amount |
|--|---|
| Financial assistance for Teachers | |
| Selected research projects in Science/ Arts/ Commerce/ Management/ Education | Sum ranging from Rs. 25,000 to 80,000 every year under specific heads in instalments |
| Financial assistance for Students | |
| Project in Science subjects under CPE Scheme | Sum of Rs. 3,500 to each group |
| Project in non-science subjects under CPE Scheme | Sum of Rs. 3,000 to each group |
| Project in Science subjects under BSR Scheme | Sum of Rs. 3,500 to each group |
| Project in Science subjects under Star College Scheme of DBT | Sum of Rs. 3,500 to each group |
| *Budget will be revised as and when needed | |

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9. Composition of Research Committee

| Sl. No. | Name | Category |
|---------|---|--------------|
| 1. | Dr. Sister M. Rashmi A.C. Principal, Patna Women's College | Chairperson |
| 2. | Prof. Shahla Yasmin Head, Department of Zoology | Member |
| 3. | Prof. Ameeta Jaiswal Head, Department of Philosophy | Member |
| 4. | Dr. Debjani Sarkar Ghose Head, Department of Geography | Member |
| 5. | Dr. Sahar Rahman Head, Department of English | Member |
| 6. | Dr. Madhu Rani Sinha Head, Department of Chemistry | Member |
| 7. | Dr. Aprajita Krishna Head, Department of Physics | Member |
| 8. | Dr. Soofia Fatima Head, Department of Commerce | Member |
| 9. | Dr. Upasana Singh Head, Department of Education | Member |
| 10. | Dr. Deepa Srivastava Assistant Professor, Department of Hindi | Member |
| 11. | Dr. Tauseef Hassan Head, Department of CEMS | Member |
| 12. | Dr. Bhawna Sinha Head, Department of MCA | Co-ordinator |

The Research Committee 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.

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