



STANDARD OPERATING PROCEDURES

RESEARCH POLICY

Dr. N.S.A.M. First Grade College

Bangalore-64

STANDARD OPERATING PROCEDURE
FOR
RESEARCH DEVELOPMENT CELL – ANWESHANA

Dr. N.S.A.M. First Grade College is committed to promoting and sustaining a research culture in the institution. The Research Policy of the Institution provides standard norms for conducting research in an effective manner. The policy aims to motivate faculty and students to develop a scientific temper and research skill. The Management shall endeavour to create an environment conducive to research by providing suitable infrastructural facilities such as library, e resources, plagiarism check software, lab facilities and funding for minor research projects, based on the educational merit of the proposed research.

The policy may apply to

- All the faculty who wish to pursue research
- All the students who are engaged in research as part of their curriculum
- Faculty who are engaged with research projects

The institution ensures all faculty and students the freedom to select the subject matter of their research, to seek support from any legal financial source for their work, and to arrive at their own findings and conclusions. These findings and conclusions should be available for scrutiny and criticism of peers.

Ethical Guidelines

Dr. N.S.A.M. First Grade College, advocates high standard of responsibility and ethical conduct from all persons engaged in higher research. All faculty and students involved in research activities are expected to

- Demonstrate integrity and intellectual honesty
- Publish their research work in credible national and international journals that are peer reviewed and have good impact factor.
- Record and publish their methods and results in ways that are open to scrutiny and debate.
- Consider the safety and well-being of those associated with the research
- Adopt research techniques that do 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.

The institution strictly adheres to the following:

- Zero tolerance for any kind of malpractice including plagiarism. Plagiarism is the presentation of someone else's work as one's own work. Taking the data from the internet and presenting it as one's own view will also be under the ambit of plagiarism.
- Every faculty member/s and student/s are required to adhere to the copyright norms when presenting papers at Conferences or Articles to Journals or when drafting the final research report.

Any violation of the same would invite strict disciplinary action from the College authorities.

Additional guidelines:

- In all the publications it would be mandatory for the staff to mention the affiliation of the institution.
- All the faculty, who do not have a research degree, are expected to register and complete their Ph.D.
- Faculty must try to attend and present his/her research work at State / National / International levels conferences, seminars and workshops.
- Faculty members who have the qualification, experience and competence are expected to undertake research projects – Minor or Major – encouraged and funded by external agencies.
- 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.
- Participation in national or international conferences, presentation of papers and publications will come under the purview of this research policy only to the extent they are related to research approved by the Principal/college authorities.
- The candidate is expected to have his/her paper/presentation along with the financial implications/ budget for scrutiny and approval by the Principal.
- Staff members should attempt to collaborate with faculty of other institutions/colleges /industries for research projects. Such collaborations should be formalized through official communication and copy of the same should be submitted to IQAC.
- It would be mandatory for every department to invite at least one eminent researcher in the academic year from institutes of national or international repute and organize

his/her guest lecture. For such activity, the remuneration charges and hospitality of the guest would be borne by the college.

Financial Support:

- The quantum of financial support for research related activities are outlined in the SOP for incentives and recognitions.

To enable the execution of the research policy the college has established a Research Development Cell in the college. This has been approved by the Governing Council.



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