



*Progressive Education Society's*

**Modern College of Arts, Science and Commerce (Autonomous)  
Shivajinagar, Pune 5**

## **Research Policy**

Our institution strongly believes that research plays a central role in shaping students, making them competent and skilled. To meet this goal, research and academics must be synchronized.

### **Purpose of the Research Policy:**

- To foster an attitude for research among students and the faculty and enable them to contribute for community, national and global development.
- To create a conducive environment for research and cultivate scientific temperament in the students and faculty.
- To ensure that the research activities of the college follow the rules and regulations laid down by Savitribai Phule Pune University (SPPU).

### **Objectives:**

- To create awareness among students as well as faculty members about research, publications, publication ethics, patents and Intellectual property rights and motivate them to pursue the same.
- To promote associations with different Research Institutes (National, International) and industries, through linkages and MOUs.
- To create an Incubation Centre by developing innovation ecosystems and helping in the transfer of technology.
- To encourage interdisciplinary projects and gain knowledge from multiple domains.
- To efficiently coordinate research activities between different departments of the college and to align them with the vision of the college.
- To create awareness amongst the students and faculty members about different funding agencies and industries.
- To ensure quality research and ethics as per SOPs.

### **Practices encouraged by the college to fulfill objectives:**

1. Provide infrastructure and required facilities to all 8 research Centers.
2. Encourage the faculty members to apply for recognition as research guides for M. Phil as well as Ph.D.
3. Support faculty members in applying for various minor and major research grants such as UGC, DBT-SERB, BIRAC etc. and also promote tie ups with industry funded projects.
4. The BOS of every department has included a research component in the syllabi of every subject.
5. Encourage interdisciplinary projects through Yuva Sanshodhak Scheme for students and faculty members.

6. Promote conduction of seminars/workshops on patent filing and IPR for students and faculty members.
7. Encourage faculty and students to participate in different conferences and present their research work in the form of posters as well as oral presentation.
8. Purchase of a few research journals to help faculty members and students for different subjects which are available in the central library.
9. Motivate faculty members and students to organize and take part in research related activities.
10. Monitoring of research activities by the research monitoring committee of the college. Research coordinators for each department are deputed.
11. Constitution of the Research Advisory Committee and Research- Ethics committee.
12. Formulation of Standard operating procedures (SOP) for the Research Centre and faculty members to enhance their professional growth.
13. Institution of the Institutional Biosafety Committee soon especially for science departments.
14. Revision of SOPs from time to time as per the requirements.
15. College research journal for students and faculty members is under process.
16. To prohibit malpractices like plagiarism, college will soon purchase anti-plagiarism software of its own.

- **Standard Operating Procedures (SOP) for Research Centres**

1. The research scholar should follow the rules, regulations and guidelines of Savitribai Phule Pune University(SPPU).
2. The research scholar should acknowledge his or her resources or material used for his /her research work.
3. It is mandatory for the research scholar to avoid plagiarism/ malpractices/ deception/ copy pasting of material/ data/figures and he/she must ensure fairness, honesty, originality and novelty in his/her work.
4. The research scholar has the freedom to take help of the infrastructure or guidance from any other department (if required, as per the research topic) with prior permission from the respective guide. It is mandatory that the guide remain present for the required discussions if any.
5. It is mandatory for the research guide/s to ensure honesty, originality and novelty in his /her students' research work.
6. The Research guide has to confirm antiplagiarism in his/her students' research publications/ presentations and thesis at the time of submission.
7. It is mandatory for research guides to take six monthly presentations with an external referee.
8. Each Research Centre should constitute a Departmental Research Monitoring Committee which includes the Head of the Department or Chairman of the Research Centre, two guides from the Centre and one external expert.
9. It is obligatory for the research students to give a presentation and ensure their research progress by submitting a six monthly report to the college as well as to Savitribai Phule Pune University (SPPU).

- **Standard Operating Procedures (SOP) for Faculty Members:**

1. Faculty of the college should get dutifully involved in the research work and play active role in research along with teaching, learning and evaluation.
2. Faculty members should pursue higher education by registering for M. Phil, Ph. D and Post-Doctoral research.

**A) SOP for Non Ph.D. Staff:**

At the time of joining, the qualified staff should submit a self-declaration form which must include

the following points:

1. In the first six months after joining, he/she should attend at least one state level or national conference. In the second six months he/she should attend another national or international conference.
2. In the second year, in the first semester of joining, he/she should present a poster in a State or National conference. In the next semester he/she should give an oral presentation in a National or International conference. He/she will be eligible to apply for the Yuva Sanshodhak Scheme project/s of the college.
3. In the third year, first semester, he/she should publish a book chapter/research article/review in a National or International Peer Reviewed journal. In the second semester, he/she should publish a research article/review article in a UGC-CARE list journal or in standard journals of Springer Nature, Wiley, CRC Press, MDPI etc.
4. Upon completion of the third year of joining, he/she is obliged to publish one research article/review/book in peer reviewed standard journals/ Press every year.
5. Upon completion of three years, he/she should apply for a Minor Research Project and after completion of 5 years from joining he/she should apply for a Major Research Project.

**B) SOP for Ph.D. staff:**

At the time of joining the Ph.D. qualified staff should submit a self-declaration form which must include the following points:

1. In the first six months from joining, he/she should attend one State level or National Conference and present a poster in the same. In the next six months he/she should attend an oral presentation at a National or International Conference.
  2. In the second year, in the first six months he/she should publish a research article/review/book chapter in a National Peer Reviewed Journal/ Press. In the second semester he or she should publish a research article/review/book chapter in an International Peer Reviewed Journal/ UGC CARE list Journals/ in Standard Book Press. He/she is eligible to apply for the Yuva Sanshodhak Scheme of the college. He /She should also apply for a Minor Research Project.
  3. In the third year of joining, it is mandatory for him/her to publish a research article/review/book/book chapters in national/international/peer reviewed journals/press every year. He/she should also apply for a Major Research Project.
  4. Faculties with Ph.D. qualification should contribute efficiently and guide students in departmental projects.
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