

SXCS/P-23

Policy for Promotion of Research

Research is an integral part of Higher Education. SXCS supports and nurtures inquisitiveness in students, faculty members. They are also motivated to undertake inter-disciplinary research. The outcome-based curriculum framework adopted by the institution demands critical thinking and problem-solving intent among students which is possible by promoting research among student community and teaching fraternity. SXCS encourages research activities by providing the right eco-system. This policy document presents a broad framework to continue to maintain this ecosystem so that research excellence can be achieved.

Objectives of the Policy

This policy document provides broad guidelines to promote research activities at SXCS. The key objectives of the policy are as follows:

- To foster a research culture at all levels
- To provide a robust but flexible framework conducive to research
- To systematically integrate research into the teaching-learning process
- To encourage faculty members to undertake collaborative research at the national and international level.
- To ensure availability of resources and infrastructure for research
- To produce high quality outcome-based research
- To ensure ethical integrity in research

Promotion of Research

In order to promote research, the college has a well- established Research Centre. The center guides and encourage teachers and students to enhance their knowledge and disseminate the research outcome for the larger benefit of the society, business and in creating policy interventions for the government.

Research at faculty level

Regular meetings and FDPs are to be organized by the Research centre to motivate the faculty members to apply for funded projects. The proposal review meetings to be organized with subject experts to align the project proposal with the expectations of funding agencies. As per the requirements of funding agencies, the institution to offer timely audit of the account statements of ongoing projects. The Accounts Department of the college will assist in auditing project accounts and timely submission of utilization certificate.

The seed money grant extended by the college management to allow faculty members to undertake socially relevant research projects to be notified to the faculty by the Research Centre. Thrust areas for research should be defined to direct the efforts of the researcher. Excerpts from project reports to be compiled and submitted to the relevant external agencies for further interventions.

College to reward the faculty members at various stages of achievement in research. Sabbatical leaves to be granted for PhD research, professional studies, completion of major research projects etc.

Faculty members should also be allowed to conduct research in the area of their interest. They can present their research articles at national and international forum. The institution could bear the registration fee and in special cases other costs could be considered for reimbursement.

Faculty members to be encouraged/ permitted to attend workshops and training programs in line with their research topic and financial assistance to be provided.

Research at UG & PG Levels

At UG and PG level, course curriculum shall include research methodology as a subject. The intent is to develop research skills among students. Research knowledge of the students could be assessed through an evidence-based approach. Students shall undertake a research project under the guidance of a subject teacher. Once the research project is completed, articles of high quality are edited and published by the respective department in the department compendium. Interested students are also allowed to present their research work in national and international seminars. To promote research among students, best articles are to be awarded with special prizes at the department level. The college management shall bear the expenses of publishing these compendiums. The Research Centre shall monitor the quality and ethical aspects of the research and publication process.

The departments shall have their research clubs. Interested students can be a part of these clubs. With the help of the Research Centre and Library, the departments shall organize training programs to enhance the research knowledge of club members and other interested students. These students act as ambassadors to promote research among larger group of students.

Research in the form of Campus Publications

The college promotes research by publishing research journals, department compendiums and conference proceeding. Its flagship journal 'Management Research Review' shall publish interdisciplinary research work in the broad domain of commerce, management and social science. The journal shall focus upon

contemporary themes in order to benefit the society, industry and government. It shall publish the papers received from national and international authors in accordance with the publication guidelines of the journal. All the published papers shall be available online with a DOI number. The Research Centre is solely responsible for the indexing of 'Management Research Review' with Google Scholar, UGC care list and other equally relevant agencies.

The college endorses research among the student community by publishing research articles written by them. The academic departments, with the guidance of the Research Centre, shall select articles of quality, edit and compile them in the respective department compendiums. Through such publications the departments shall motivate the students to be engaged in research activity.

Every department is responsible to host national and international seminar/conference annually. The articles presented by the authors/presenters shall be scrutinized and the selected articles can be published in conference proceedings.

At all stage of research publication at SXCS the Code of Ethics and Malpractice policy shall be considered.

Roles & Responsibilities

Faculty Members

Faculty members are responsible for all major research work happening at SXCS. They shall publish their research work in the indexed journals of national and international repute. Teachers shall attend high quality workshops and training programmes on regular basis. This shall broaden their research network by publishing co-authored research papers with the researchers from SXCS and faculty members of other higher education institutions, universities and industry professionals. They shall submit the details

of publication to the Research Centre. The faculty member as an author or co-author is solely responsible for avoiding plagiarism or malpractice during the research work done or supervised by them.

Faculty members shall apply for project grants from various government and non-governmental funding agencies. They shall draft a project proposal within the thrust given by funding agency. On project sanction, it is the sole responsibility of project investigator and co-project investigator to keep research spending within the budget approved by the funding agency. They shall fulfil the publication requirement of the respective funding agency. Project investigator and co-project investigator shall keep the Research Centre informed about the status of their research work. On project completion, the project investigator and co-project investigator shall jointly submit two copies of project report to the Research Centre.

The Head of the Departments

The HODs are responsible for promoting research culture at SXCS. With the help of the other staff members, they shall create research interest among students. The HODs shall communicate to the students about significance of research in their career development. In association with the research centre, they shall organize workshops and training programs. They shall organize student seminars and allow students to present their research work at various national and international forum.

The HODs are responsible for organizing the faculty level national and international seminars/conference. They shall collaborate with other colleges and universities of national and international repute. It shall be the responsibility of the HOD to disseminate the research outcome presented in seminars and conferences. In consultation with the Research Centre, they could publish the seminar/conference proceedings.

The College Management

SXCS promotes research among students, staff and scholars in a planned and programmatic way. The college management shall have a provision of research project funding in the form of seed money. The project proposals shall be invited on the area of social concern on a yearly basis. The proposals shall be scrutinized based on pre-defined criteria. Competent and relevant proposals shall be funded. A well-structured seed money policy shall be executed via the Research Centre to guide the process. On project completion, the college shall help the project investigators and co-investigators to submit the project findings to NGOs and other relevant agencies for social and industrial intervention.

It shall be the responsibility of the college to document the research funds received in the form of project grants, registration fee, publication fee and sponsorship from external agencies. College should ensure the timely and hassle-free transfer of received grants for various funded projects to the project investigator or co-investigator. Only after receiving the full sanctioned grant from the funding agencies and project report submission to the concerned agency and the Research Centre, the college shall issue mandatory documents like utilization certificate and completion certificate to the project investigator or co-investigator.

To promote research culture at SXCS, the college management shall allocate a separate fund for research related activities. College shall bear all key expenses of the departments in organizing the workshops, seminars and conferences. The campus publications shall be financially supported by the college management.

On various occasions, faculty members, students and scholars shall be appreciated, honoured and felicitated for the research work done by them. College shall reimburse the registration fee, partially or fully, paid by the faculty members. Wherever relevant, the

logistical expenses like travel and stay shall be paid by the college management.

It is the responsibility of college management to revise the various policies including seed money policy, research policy and plagiarism and malpractice policies on regular basis to keep its standards in-line with the UGC mandates.

Benefits:

A policy on academic research faculty to promote faculty involvement in research and developmental activities shall be prepared and implemented. This policy shall deal with the higher education of faculty members and faculty publication.

- The faculty members on roll but without Ph.D. degree must register for doctoral program.
- Faculty of each department shall conduct research in focused areas. It is mandatory to publish research articles / project results in UGC indexed / Anna University Listed Journals / WEB of Science / SCOPUS indexed journals.
- It is the duty of the faculty researchers to ensure the quality of the paper and a prior plagiarism check before journal publications is a must.
- The student projects (UG/PG) must be research focused.
- The faculty members guiding Ph.D. shall be given supervisor incentive of Rs. 10000/- p.a. for three years unceasingly. Whereas research fellowship students can take any incentive/ remuneration from the college for the service rendered on behalf of the Guide to the Institution.