

SXCS/P-29

Research Policy

SXCS strongly believes in the value of 'Magis'- a challenge to do more and strive for excellence. Striving continuously towards this motive, the institution has persistently attempted to achieve academic excellence in teaching and research by encouraging "inquisitive" and "futuristic" mindset in both teachers and students thus leading to a vibrant research environment in the campus. The higher education policy of India emphasizes on the significant role played by HE is in developing a knowledge-based economy, that endeavors not only to achieve economic and social development, but also to create a research-based ecosystem- where facts powered with novel thoughts can lead to a conscious and responsive society.

Purpose

The research agenda at SXCS focuses on:

- Individual Research-faculty members and students are encouraged to pursue research individually as well as jointly
- Departmental Research-respective departments motivate students to undertake research on contemporary issues in the field of Commerce, Management and Humanities
- Institutional Research support- potential research projects are funded by the institution. The faculty members are also encouraged to attend and organize FDPs, workshops and training programmes

Objectives of the Research Policy

- To augment an effervescent research culture among the faculty members, students and research scholars of SXCS
- To develop an academically and socially proficient

support structure to facilitate research activities

- To orient and guide both teachers and students for publications in quality journal indexed by Scopus/Web of Science with high impact factor
- To help the Research Centre become a Centre of Excellence
- To establish interdisciplinary collaborations and partnerships nationally and globally
- To establish standards and norms for research leading to ethical conduct in research
- To establish integrity and a sense of professionalism by respecting intellectual honesty through equity and fairness
- To design a strategic research outline for scholars at UG and
- PG level

Definitions and Overview

- Agency-the funding agency, foundation, organization, sponsor or other person, public or private, international, national, provincial or foreign, supporting in whole or in part any Research
- Director -the chair of a department or centre who is responsible
- for maintaining the research culture in the institute
- Author-person who has authored or co-authored the research outcome and who will take sole responsibility for any form of Plagiarism
- Corresponding Author - who submits a manuscript for publication and involved in communication with the publisher
- Data - the factual information and recorded material- in physical and electronic form. It can be research proposals, laboratory records, progress reports, internal reports, and presentations.
- Research Advisory Committee (RAC)-a committee formed by the Principal of SXCS for promoting research in college
- Plagiarism - the representation of another's work, published

or unpublished, as one's own or assisting another in representing another's work, published or unpublished, as his or her own

- Principal Investigator-the person identified by an agency who is responsible for the completion of research project, funded or non-funded
- Policy Framework-the regulations, policies and guidelines of SXCS established to conduct research. It shall change from time to time.
- Research-includes all forms of funded and non-funded scholarly, scientific and professional work and related activities based on intellectual investigation aimed at discovering, interpreting, revising, and disseminating or publishing knowledge.

Scope of the Research Policy

This policy will be an institution-wide statute and will be applicable to:

- All staff, permanent and temporary who are active in teaching, research, administration and provision of any form of support to the core functions of the college
- All students studying in the college
- All mentors, guides, external experts and sponsors associated with any research activities of the college This policy will apply to all the research related activities of the institution, including:
 - Knowledge compilation and communication initiatives for keeping abreast with academic developments such as authoring textbooks or chapters, monographs; research papers, study materials developing/updating curriculum, etc.
- Research projects of students and scholars undertaken as part of the curriculum or proposals for enriching the same.
- Publications, presentations and communication of the research outcomes and related activities.

Research Centre

The Research Department of SXCS has been awarded the status of 'Research Centre' by Bangalore University in the year 2010. The recognition as Research Centre (SXCS-RC) allows the Centre to conduct Research Programme leading to PhD degree in Commerce. The department works on the recommendations made by the RAC.

The RAC of SXCS central to the effective dissemination of information and policy documents. The committee creates space for a range of different perspectives to be shared and provides the opportunity for debate and negotiation. Committee members are expected to take representational roles and play an active role in disseminating information to relevant parties whenever required

Roles & Responsibilities of the Research Centre

- To conduct the RAC meeting at least twice a year (once each semester) for which the meeting should be fixed seven days in advance
- To review the minutes of the previous meeting and monitor the implementations made based on the suggestions from the previous meeting
- To conduct Workshops/ Training Programmes/ Sensitization Programmes/Seminars which enhances the research acumen in faculty members
- To foster existing research collaborations and encourage further
- collaborations with national/international institutions
- To document the research publications and presentations initiated by the faculty members
- To maintain a record of all communication with Ranchi University
- To associate with the accounts department of the institution

and keep track of all the transactions between funding agency and the project investigators

- To assist faculty and students in preparing project proposal, research writing, monograph preparation or any matter contributing towards the development of research culture in the institution
- To timely publish its Bi-Annual Peer Reviewed Journal and Students' Journal and provide guidance to different departments of the institution in publishing research compendiums
- To create and initiate suitable protocols/procedures for giving due recognition for guides in research
- To assist faculty and students to approach organizations such as UGC, ICSSR and other ministries of the Government of India for funding of major and minor research projects
- To develop and implement an official Code of Ethics to check malpractices and plagiarism in research
- To create awareness among faculty members, research scholars and students to abide and follow the conduct of academic research
- To work closely with the I & IP cell

Research Advisory Committee (RAC)

SXCS Research Advisory Committee structure is central to the effective dissemination of information and policy documents. RAC will be headed by the Principal of the institution. It is comprised of senior professors with adequate experience in research. A selected member of RAC will assume the role of Assistant Director of RAC as per the directions of the Principal. RAC will also include a representative from Ranchi University.

The Research Advisory committee shall play a dynamic role in developing the research culture at College. It shall put in place reasonable infrastructure required to ensure research culture at

SXCS The committee will assist and advice SXCS management in matters related to research within the institution.

The custodian of the Research Policy shall be the Director of the RAC. He/she shall be solely responsible for proper implementation of the Research Policy among the policy stakeholders. The Director of RAC along with the members will be responsible for reviewing and updating the policy document.

Code of Research Ethics:

The code of ethics in research is designed to nurture and uphold high standards of integrity and social responsibility. The policy framework strictly states that all kinds of research undertaken within the campus must be conducted in accordance with the vision and mission of the institution, the guidelines issued by Ranchi University, and in compliance with UGC guidelines. The institution insists on originality in research and advocates caution against plagiarism and any other form of malpractice.

Through code of research ethics, the institution aims to protect and recognize the basic rights of the researcher and ensures academic freedom and high-quality research outcome on campus.

Ethical Guidelines to Check Malpractice in Research

SXCS is committed to produce and promote quality research with highest integrity by adopting an effective mechanism for checking plagiarism and unethical practices.

Levels of Plagiarism

The guidelines issued to discourage plagiarism in research are in line with the UGC regulations given for promoting academic integrity and prevention of plagiarism in higher educational institutions, dated

on 23rd July, 2018 F. 1-18/2010(CPP-II). Plagiarism check of research work at SXCS shall be quantified into the levels mentioned below:

Level	Extent of similarity	of Penalties
Level 0	Similarities up to 10%	No penalty
Level 1	Similarities above 10% to 40%	Resubmit a revised script within a stipulated time period not exceeding 6 months
Level 2	Similarities above 40% to 60%	Debarred from submitting a revised script for a period of one year
Level 3	Similarities above 60%	Registration for the respective programme shall be cancelled

Before imposing the penalty, the scholar shall be given a chance to appear before the RAC Director to defend himself/herself. The final decision will be taken by the Director of RAC in consultation with the members of the Board. The supervisors are responsible for ensuring good research conduct in the respective thesis submitted by their students.

Key steps involved in the submission of thesis under SXCS-RC:

- The research work or project work should be the original idea of the author and shall not have any similarities with any other published work.
- Every thesis will undergo a plagiarism check before submission.
- Research scholar is expected to submit the thesis or research paper along with the plagiarism report to the publication committee
- After getting clearance from the committee, registered research scholar of Research Centre can submit their thesis to Ranchi University

- The Board for monitoring the code of ethics in research at SXCS will be as mentioned below:
 - Director Research
 - Registrar (Academics)
 - Assistant Director, Research
 - One member from RAC
 - Two Research Supervisors
 - Head of the PG Department
 - One Ph.D. Research Scholar

Enforcement of the Policy

This policy is a preliminary endeavour to promote research freedom and provide conducive environment for research and development in the institution. The policy will be applicable from the first day of commencement for a period of one year. After one-year, the management and Research Advisory Committee will review, revise and amend the policy based on the recommendations. The Research Policy applies to all staff and students and PhD scholars registered with Research Centre of College.