



Aliah University

(Under the Department of Minority Affairs and Madrasah Education, Govt. of West Bengal)
IIA/27, New Town, Kolkata - 700160, West Bengal

Aliah University Research Policy

1. Introduction

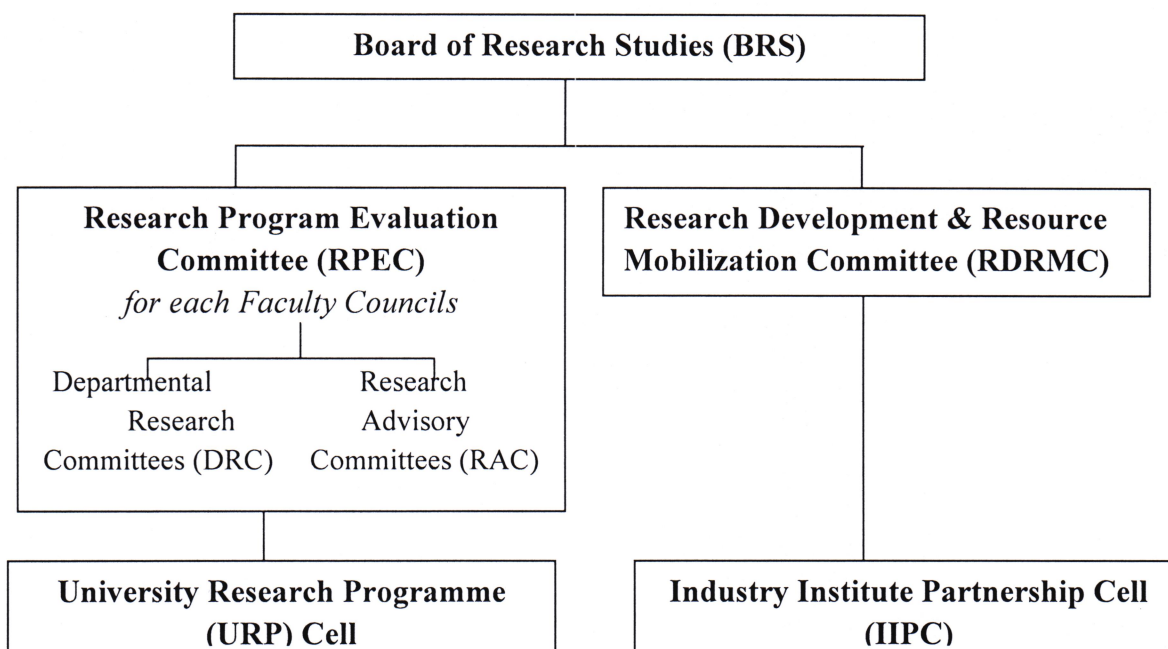
Research and the teaching-learning process in any higher education institution are closely related. The pursuit of research involves an original contribution to knowledge through systematic and scholarly enquiry. The transmission of the findings of the research can substantially enrich teaching and inspire the students in the acquisition of new knowledge in their domain of study, apart from impacting national and global development.

Aliah University has always endeavoured to instil and nurture a temperament for high-quality research, innovation and creativity among its faculty, research scholars and students and to provide a conducive ecosystem to conduct their research activities. Aliah University Research Policy presents a framework for the conduct and management of research at this University.

2. University Research Management Structure

Aliah University has constituted a body for overseeing the smooth conduct of the PhD, MPhil, DLitt, DSc and LLD Programmes and ensuring quality research for the research projects undertaken by the faculties and the students. The structure of the University Research Management is as follows:

Registrar
Aliah University
New Town, Kolkata-700 160



3. Constitution, Roles & Responsibilities

Board of Research Studies (BRS)

The BRS with the hon'ble Vice-Chancellor as its Chairperson, is the apex body for monitoring the smooth conduct and ensuring quality research at Aliah University. It covers the PhD/MPhil/DLitt/DSc/LLD programmes as well as consultancy and sponsored projects. The constitution of BRS will be as per Appendix-I in Regulations for the Award of Degree of Doctor of Philosophy (PhD), Doctor of Litt, Doctor of Sc and Doctor of Law – 2017 and is as follows:

Appendix-I: Constitution of Board of Research Studies (BRS)

The BRS will consist of the following members:

- a. Vice-Chancellor (Chairperson)
- b. Pro-Vice-Chancellor(s)
- c. Registrar (Convener)
- d. Officer in-Charge of PhD Section /URP Cell
- e. Dean, Faculty Councils
- f. Secretary, Faculty Councils
- g. At least one and at most three members (One Professor, One Associate Professor, One Assistant Professor) selected from each faculty council according to seniority
- h. Coordinator, University Research Programme (URP)

Joint Coordinator, URP is also co-opted as a member of BRS

Two separate dedicated committees, Research Program Evaluation Committee (RPEC) for PhD/MPhil/DSc/DLitt/LLD Programmes and Research Development & Resource Mobilization Committee (RDRMC) for consultancy, individual sponsored projects and collaborative research or MoU shall report to the BRS.

Research Program Evaluation Committee (RPEC)

RPEC for each Faculty Council shall be formed and discharge the duties following **Pt. 15** of Further Statutes, 2016 under the Aliah University Act, 2007. The Chairperson and Convener of each Departmental Research Committee (DRC) and Research Advisory Committee (RAC) shall be the members of the respective RPEC for each Faculty Council. For each RPEC, there will be one external Expert from other Universities / Research Institution (preferably from other state universities, nominated by Academic Council). The Dean of each Faculty Council shall be the Chairperson of the RPEC of that Faculty Council and report to the BRS. Secretary, Faculty Council shall be the Convener of each RPEC.

University Research Programme (URP) Cell

Aliah University has established a cell, University Research Programme (URP) Cell for the smooth conduct and overall management of PhD/MPhil/DSc/DLitt/LLD programmes undertaken by research scholars, faculty members and students and observance of research ethics or any misconduct. Faculty members designated as Coordinator and Joint Coordinator along with office staff operate the Cell.

Research Development & Resource Mobilization Committee (RDRMC)

The RDRMC committee shall coordinate consultancy assignments received by the University through the Industry Institute Partnership Cell (IIPC). RDRMC shall also maintain data of individual sponsored projects received by faculty members/ research scholars/ post-doc fellows from various funding agencies. Moreover, RDRMC shall initiate collaborative research or MoU with other universities or Research Institutions in India as well as abroad.

The constitution of RDMC shall be as follows:

Senior Professor:	Chairperson
Five teachers (representing all cadre levels):	Member
Finance Officer:	Member
One Administrative Officer or equivalent:	Member
Finance/ Account section representation:	Member
Representative of Consultancy Committee:	Member
Representative of IQAC:	Member

Industry Institute Partnership Cell (IIPC)

IIPC has been established to encourage industry-institute partnerships in various areas including consultancy. It aims to reduce the gap between industry expectations (practices) and academic offerings (theory) by direct involvement of industry to attain a symbiosis, as required by AICTE. IIPC shall follow the norms laid down by AICTE and follow the consultancy policies drafted by Aliah University.

The constitution of IIPC shall be as follows:

Senior Professor:	Chairperson
Five teachers (representing all cadre levels):	Member
Finance Officer:	Member
Nominations from the Industry (3):	Member
One Administrative Officer or equivalent:	Member
Finance/ Account section representation:	Member
Representative of Consultancy Committee:	Member
Representative of IQAC:	Member
Representative of IIC:	Member

4. Research Objectives

Aliah University encourages its faculty members and students to pursue quality research and to publish the results/outcomes of their research in peer-reviewed UGC approved/ UGC CARE journals as well as to present their research findings in national and international conferences, seminars, workshops, and as invited lectures. It also encourages the publication of monographs, edited books, book chapters, etc. It is also expected that the faculty members will maintain a fine balance between their research, teaching and administrative assignments.

Keeping the above overarching academic concerns in mind, the Research Policy of the University has the following objectives:

- To provide the infrastructure and environment in terms of laboratory equipment and instruments, software, books, journals, and e-resources to all researchers of the University.
- To encourage usage of the open-source database, research database and statistical database packages.
- To invite and encourage project proposals for Major/Minor Research Projects from the faculty members to submit to the different sponsoring agencies such as ICSSR, CSIR, UGC, DST, DAE, AICTE, DBT, DRDO and DSTBT (Govt. of West Bengal) so that research output of the University enhances and also a generation of funds in the form of institutional overhead, etc. happens. Capital goods may be created from the fund of projects. Besides, manpower in the form of project fellow/ project assistant may be created from the grant of project fellowship.
- To provide registration fees, travel grants, study leave, special casual leave for presenting research papers at national/international conferences, seminars, workshops, etc.
- To develop a Central Instrumentation Facility Centre and to constantly improve and upgrade its facilities to fulfil the research needs of the relevant departments, particularly Science and Engineering faculty members and research students.
- To provide financial grants for organizing seminars, conferences, workshops, training programmes, FDP, etc. leading to scholarly exchanges as well as high-quality conference publications.
- To take all possible measures to develop a vibrant research culture in the University.

5. Centre of Excellence

The University proposes to establish Centres of Excellence for different branches of study for research collaboration with other Universities or Institutions in India as well as abroad.

6. Interdisciplinary Research

The University, under its set policy, will encourage its faculty members to undertake joint research projects involving multiple disciplines within the university as well as experts from other universities/research organizations. The BRS Committee will formulate guidelines for such Interdisciplinary/Multidisciplinary Research Projects in conformity with the UGC rules regarding such initiatives/undertakings. Moreover, the University will encourage faculty

members and students for interdisciplinary/ multidisciplinary research work following the current Indian education policy.

7. Sponsored Research

The University shall have a separate Budget head for earmarking, generation and allocation of resources for high-quality research at this University. The Budget head will be in two parts:

i) Intramural Funds: The University shall make provision for intramural funding for seed money schemes, conferences, symposiums, workshops, training programmes and intellectual property activities and awards based on the quality and impact of research.

ii) Extramural Funds: Extramural Projects and Consultancy funds from the state, national and international funding bodies, Government (provincial/central/multilateral) or Private (corporate and NGOs / trusts/individuals) will be generated. Support required for follow up of projects (in form of travel to potential funding bodies for follow-up and presentation, supply of additional documents, meetings, etc) shall also be provided. Faculty members and students shall be encouraged to apply and work for sponsored projects and fellowship programs.

The University is to provide infrastructure and extend all assistance and co-operation to conduct Major/Minor Research Projects granted by UGC, CSIR, DST, DAE, DBT, DRDO, ICSSR, State or Central Government Departments and non-Government organizations as well as industries. The Finance Section of the University will help the Principal Investigators (PIs) of such research projects in procedural matters and standard financial rules concerning the purchase of goods and instruments, accounting and audit, as required by the funding agency for the settlement of the grant.

8. Inter-University Research

The University shall endeavour to establish collaboration with other universities/ research institutes, both at the national and international level, to conduct wide-ranging research projects. Efforts will be made to sign Memorandum of Understanding (MoUs) with select universities to open up new possibilities for the faculty members and students of this University.

9. Doctoral Research Programmes

All the Academic Departments of the University shall endeavour to offer Doctoral Programmes leading to PhD Degree. The BRS will monitor the Doctoral Research Programmes, MPhil and DSC/DLitt/LLD through RPEC (consists of DRC and RAC) and URP Cell. The University shall follow the PhD Regulations drafted by it based on the latest UGC Notification and shall adopt all amendments made by UGC from time to time.

The admission to the Doctoral Programmes will be as per University's PhD Regulations. Aliah University shall also conduct its Research Entrance Test (AURET). Admission will be conducted by a PhD Admission Committee. Admission to the PhD programmes will be conducted twice a year by this Committee.

10. Support for Student Projects

The curricula of the BTech and MTech Programmes, and the PG Programmes of all other Departments of the Science, Management, Humanities and Social Science Departments of the University require their students to undertake a Project/Dissertation to be submitted at the final semester. The University shall provide a fixed amount of financial support to the students (jointly with the respective supervisors) with the approval of the Finance Committee and the Executive Council so that they are encouraged to take up high-quality, original research-oriented projects/dissertations.

Financial support will also be provided to students who will be selected for participation in various national/international level science and technology events/competitions with the models/projects devised by them.

11. Incentive Schemes linked to Research, Innovation and Digitization

It is extremely important for an institute of higher education, namely, a University, to motivate faculty members to publish regularly in reputed National and International journals, develop and propagate innovative ideas and patentable work. Also, a progressive improvement in the quality of publications and scale/shade of innovation is essential in a world of competition and ranking framework. Providing incentives to improve research performance and stimulate faculty members in research pursuits and attract quality employees are valued by the stakeholders. To ensure a long-term incentive program, it is therefore proposed that:

- The University shall encourage publications in Journals enlisted by UGC. Researchers who have published more than 5 papers per Academic year in UGC enlisted and/ or indexed in Scopus/Web-of-Science, and/or with substantial impact shall be incentivized appropriately. This will motivate fellow researchers to ensure quality publication.
- The University shall encourage the members of the faculty to present their research papers at reputed National and International Conferences. A faculty member who gets an opportunity to present his / her research paper in National/ International Conference / Seminar / Symposium shall be supported financially (as norms) and administratively (leave sanction, etc.).
- The University shall encourage the faculty members for providing a percentage of the overhead grant of his/ her sponsored project fund for the development of his / her research lab following University purchase rules.
- The University will make its campus facilities adequately available for business incubation by faculty / student / scholar / alumnus on a merit basis. The University shall assist the faculty member / research teams in mastering support from Venture Capitalists / Angel Financiers in taking the Intellectual Property Rights (IPR) assets into start-ups, further scale up actions and securing royalty.
- The University shall make provision to incentivise faculty members / research teams who have created IPR assets (Filing / Registration / Granting) by meeting all expenditure and reward for the exemplary works.
- The University shall promote the digitalisation of academic operation and digitization of academic content. The University shall encourage the teaching community to explore the digital platform to its fullest potential to support the students and scholars. The University shall draft out an appropriate criteria-based rubric to allot academic points to faculty members who will contribute to creating digital content. The University shall consider incentivizing successful faculty efforts in developing modules for MOOC for NPTEL, SWAYAM, ePGPathshala and other national and international platforms.

12. Research Ethics and Misconduct

The University puts great emphasis on maintaining the highest standards in research ethics and academic honesty by researchers associated with the University in any capacity. Any

report or allegation of misconduct in research including falsification, fabrication, wilful misrepresentation or distortion of research data and results, unacknowledged appropriation of published and unpublished work and ideas of others and similar cases of plagiarism and violation of copyright and intellectual property right will be dealt with seriously.

To promote academic integrity and to prevent plagiarism in the higher education institute, the University shall constitute the Institutional Academic Integrity Panel (IAIP) and Departmental Academic Integrity Panel (DAIP) following the UGC notification-2018. These panels/committees shall strictly monitor research ethics /plagiarism/ any misconduct related issue at this University. To avoid any type of misconduct/ plagiarism, the University shall encourage and provide UGC recommended URKUND software to all the faculty members and students for checking of plagiarism and similarity index of any research documents like research paper/articles, PhD or Master's thesis and research proposal.

If there are any written reports or formal complaints of research misconducts, such cases will be thoroughly investigated and appropriate action will be taken in a time-bound manner following the university and/or UGC rules and regulations.

The University has already included a course on Research and Publication Ethics (RPE) as per UGC notification in its PhD/MPhil course work and incorporated all directives issued by UGC.

The University shall also have policies relating to Animal Ethics, Health & Environment Safety Ethics and Intellectual Property Rights.

(i) Animal Ethics Policy

Animals as Laboratory Subjects

- Animals are frequently used in both exploratory/curiosity-based studies and in serious academic research, especially in drug testing and for commercial products, although in general, using animals in such experiments is both unethical and unnecessary.
- In 2003, the Pharmacy Council of India (PCI) issued a directive to all pharmacy schools in India to use CAL software in place of classroom animal experiments. Further, in 2011, the UGC issued guidelines to phase out dissection and experimentation on live animals in zoology and life science courses.
- The Ministry of Environment and Forests, Government of India has also come up with "The Prevention of Cruelty to Animals Act, 1960." Animals in laboratories

endure lives of deprivation, isolation, stress, trauma and depression even before they are enrolled in any sort of protocol which Aliah University considers to be wholly undesirable.

The University is committed to promoting animal ethics and stop/minimize cruelty against animals while using them for education and study. As part of this code, the University shall constitute an Animal Ethics Committee (AEC) with members from the university, nearby research institutions conducting similar research and also the animal lovers' association. The Code in such a way developed will deal with all vertebrate animals plus octopus, squid, crab, crayfish and lobster, and unborn mammals and pre-hatched birds and reptiles in the last half of gestation/development, in addition to 'any animal of a species' declared by the govt notification in the Gazette, to be a species of animal for the purposes.

(ii) Health and Environment Safety Policy

The University is committed to promoting a culture of safety among faculty, staff, students, and visitors; providing a safe and healthy place to work, study, live, or visit; and protecting the natural environment. The University is also committed to complying with all applicable workplace safety, health and environmental rules and regulations. The University's academic, research, clinical, student, and operations units will assess the safety and environmental impact of projects/activities and will implement strategies that support successful education and research while respecting and caring for the environment, without compromising the ability of future generations to meet their needs. There will be a cell or Committee to assure and monitor strict adherence of Health and Environment Safety Policy in the campus for the welfare of all stakeholders of the university.

The University shall also encourage workshops and awareness Programmes to make all concerned understand the value of operational responsibility for health and safety.

Each year, one meeting of the concerned Committee could be publicized and open to all members of the University community and its members to point out any measures that would enhance the environmental health and safety of the campus. In particular, nothing should be done which could affect the health and safety of lab personnel, laboratory subjects, employees, students, the general public, and the environment.

This also applies to potential hazards of chemicals to which the students, staff or campus residents and visitors may come in contact in the workplace or laboratory. The concerned Committee may also issue a Chemical Hygiene Plan (CHP) for the procedures, equipment, personal protective equipment, and work practices so that the laboratory personnel could be protected from potential health hazards of using certain chemicals and radio-active systems in the laboratory.

(iii) Intellectual Property Rights Policy

Intellectual Property (IP) plays an essential role in the teaching and research functions of universities. The University ordinarily will be required by the agreement or by law to grant the sponsor a license, maintain or disseminate data, or grant other rights relating to intellectual property arising from the research work and accordingly will take ownership of such intellectual property to meet its contractual obligations. Ownership and other provisions of this Policy are subject to such agreements.

13. Research Award

To recognise and incentivise, the best practices, significant achievements and valuable contributions of the researchers, the University shall introduce a Research Award to be bestowed each year. The University shall create provision for an Endowment Research Chair.

