



TARANATH SHIKSHANA SAMSTHE'S

**SOMA SUBHADRAMMA RAMANGOUD ARTS & COMMERCE COLLEGE FOR WOMEN**

**Station Road, Raichur - 584101**

(Affiliated to Karnataka State Akkamahadevi Women University, Vijayapura)

Re-Accredited by NAAC with "B" Grade



Website: [www.ssrarians.org](http://www.ssrarians.org)

Email: [ssrgwcr20@gmail.com](mailto:ssrgwcr20@gmail.com)

AISHE Code: C-8703

Fax: 08532-225770



# **RESEARCH POLICY**

**Research Development Cell**

**S.S.R.G. Arts & Commerce College for  
Women, Raichur.**



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## **Research Policy**

With a view to crystallizing the concepts and standardizing the procedures related to Research & Development, Innovation, etc, this Research policy is developed which enshrine the following

1. Prelude
2. Genesis
3. Awareness Raising
4. Objectives
5. Promotion of Research
6. Fundamental Administrative Procedures of Sponsored/ Collaborative Research
7. Bringing forth Outcomes of the Sponsored and Collaborative projects
8. Research by Seed Funding
9. Nature of Assistance
10. Intellectual Property
11. Incentives for Publications
12. Code of Ethics for Research
13. Review of the Policy
  13. a. Post Script



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### **1) Prelude:**

The term 'Advanced Research' in the Vision statement complemented by the expression 'a vision for Exploration and an Insight for advanced enquiry' in the Mission of the college not only stand ample testimony for the pronounced awareness almost since inception but also related to a stated/overt commitment of the institution regarding the high-quality research and chaste innovation which are conceptually resourceful and tangibly productive.

### **2) Genesis:**

With the above established ideals, the quintessence of the pedagogic processing has not only envisaged but also embarked on enlisting the potentialities while acquiring the relevant attributes that contribute to Research, Innovation and Extension with considerable standards education. In order to scale greater heights in the domain of research, the college identified the need to put in concerted efforts by bringing the individual, special interest/ thrust area/ group, funded, collaborative and semi-collaborative including commercialization process and product based research under an umbrella which led to the establishment of an R&D cell in the year 2021-22 with Principal as Chairman, coordinator (R&D), seven members of faculty and one nominee from industry /research organization as members. The R&D cell promotes and enables the faculty and students to carry out research activities in the respective domains and interdisciplinary areas with a set of guidelines.

### **3) Awareness Raising:**

The institute undertakes a wide range of activities that broaden the horizons of knowledge and expertise Humanities, Social Sciences & Commerce to create and sustain such environment which is conducive for research and innovative pursuits of the students and faculty including special awareness sessions on research activities.



#### **4) Objectives**

- This Research policy provides a broad framework to guide and promote research, consultancy and Innovations while upholding the code of ethics.
- The main objectives of the research policy are as follows:
- To promote and accelerate quality research within the institute and in collaboration with industry, other institutes and R&D organizations.
- To promote Innovation and consultancy activities through development of Research activities.
- To integrate Teaching and Research.
- To promote generation of intellectual capital.
- To ensure integrity, quality and ethics in research.

#### **5) Promotion of Research**

- As has been presented, the institute provides necessary facilities and a promising environment to promote research, consultancy, innovation and intellectual capital. Following is some of the initiatives needed to promote research culture among the students and faculty.
- Taking the quality research undertaken by students and faculty individually small internal group/semi-collaboratively into cognizance and rewarding as per the norms.
- Thrust area identification in consultation with relevant functionaries and a focused research activity for intra-institutional/inter-departmental collaborative tasks.
- Up gradation and expansion of areas and arenas of research from time to time based on local, national and global changes.
- Fortifying the resource base including advanced (ISBN/ISSN) books, high rated journals of UGC care list/Scopus peer review and periodicals in the central library such that exposure of the students and faculty stands at expected level.
- Inclusion and up gradation of research component in the UG curriculum in several forms which include Term paper with dynamic progression, field projects, Research methodology related tasks, etc.



- Encouragement offered to the UG students to involve in academic, industrial and sponsored projects through specific and documented procedures.
- Conceptual and administrative support including academic flexibility offered to the faculty to take up sponsored and collaborative projects as investigators
- Encouraging Intra-institutional research by not only providing necessary facilities but also seed money.
- Extending necessary support through a procedure to apply for Patents.

#### **6) Fundamental Administrative procedures for executing Sponsored/ Collaborative Research**

- The Member(s) of faculty prepare(s) the proposal for undertaking sponsored/ collaborative projects with relevant documents as per the format issued by the relevant agencies
- A departmental committee reviews the proposal and forwards to the principal for approval leading to the submission to the funding agency.
- Consequent on the sanction of the project and release of funds, the principal investigator of the project creates a new bank account and maintains a register with proper entries of purchases and other expenses involved in the project.
- The PI appoints the required number of project associates by means of an advertisement and payment for such associates is made based on the budget approval of the funding agency.
- The PIs present the progress of the project periodically to a Review Committee comprising Principal, Coordinator of R&D, and other subject experts.
- The PIs prepare a draft Utilization Certificate (UC) certified by both the finance officer and the principal of the college which gets duly audited by a qualified Chartered Accountant and signed before submitting to the funding agency.
- Any expenses for items not covered or permitted in the project are met by the college from the Institute research funds with permission from the principal.



### **7) Bringing forth Outcomes of the Sponsored and Collaborative projects.**

- The outcomes in the form of formulae put forward / observations made/products/ prototypes developed / process invented in/ through Sponsored and Collaborative projects are published in high rated journals and relevant endeavors are made for patents necessary support gets extended by the institute.
- As far intra-institutional research is concerned, the faculty are encouraged to come up with upgraded proposals to work in collaboration with premier institutes like IITs, Central universities and other engineering institutions having research interest.

### **8) Research by Seed Funding**

- The seed funding is the system in which young faculty are encouraged to undertake research with certain basic grant released by the institution to procure new equipment /instruments, etc or to meet expenses on fabrication.
- The very concept or process is to offer a fundamental hand-holding in research in order that the young faculty expand their proposal and obtain funded projects.
- In addition, Student projects leading to innovative model development are financially supported either partially or fully based on a departmental project review committee report.
- Separate budgetary proposals are made to meet the above financial requirements in the form of 'Seed Funding for Research'.

### **09) Nature of Assistance**

It is proposed to allocate the interest accrued on the research foundation deposits per year for R&D in the following manner and can be enhanced in future depending upon funds.

A Teacher/Student Presenting a paper National &International conference supported or any other equivalent reputed professional societies approved by R&D committee, upto Rs. 10,000/- per annum. (Minimum funding of Rs. 10,000/- per annum is envisaged and at the most any faculty members can avail this opportunity).



## **10) Intellectual Property**

- The college aims at strengthening its research leading to filing patents.
- Submission of Patent application to the relevant registry by the faculty and/or students is undertaken consequent on screening by select committees constituted by
- the respective Heads and Principal at the Department and institute levels, respectively.
- Incorporating Institutional affiliation is mandatory for submission of Patent claims/proposals either to Indian offices or to overseas establishments/registries
- The institute bears all the expenses for filing application.
- Patent filing by researcher is rewarded.
- In case of Commercialization of the patent, the revenue so generated is shared by the college and the Researcher on a ratio fixed from time to time.

## **11). Incentives for Publications**

The institute encourages quality research in different fields of Social Science, Humanities & Commerce in particular, the thrust areas identified by the departments. As part of this, the quality research work done by faculty, scholars and students are recognized and the institute prepared a scheme for providing incentives to quality research publications and involvement in sponsored projects and other related research activities.

## **12). Code of Ethics for Research**

- To ensure academic honesty, the institute doesn't entertain fabrication, falsification and misrepresentation of data.
- It is the social responsibility of the researcher to strive to promote social good and prevent or mitigate social harm through research and public education.
- Faculty and students are encouraged to acquire awareness about government policies.
- relevant laws and institutional rules related to the research work.
- The intellectual property is respected by honoring copyrights, patents and other intellectual property.



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- Plagiarism is checked with relevant tools and curbed. A maximum of 30% match/similarity in the plagiarism check is allowed in the student project reports/ theses.

### 13). Review of The Policy:

Policies regarding Research, IPR & Innovation are reviewed once in 3 years to incorporate global changes and also for improvements in the process.

#### 13 A. Post script:

This policy stands recommendatory but not sacrosanct pertaining to incorporating dynamic changes and need based modifications.

**PRINCIPAL**  
S.S.R.G. Women's College, RAICHUR.





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Fax: 08532-225770

Principal: Sri. Satyanarayan. M.Com.

SSR9/2022-23/092/139

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Date: 14-03-2023

To,

Dr.Shakeel Ahmed  
Joint-Secretary,  
University Grant Commission,  
Bahadur Shah Zafar Marg,  
New Delhi-110002.

Respected Sir,

**Sub:** Establishment of Research & Development Cell (RDC) in the College –reg

**Ref:** Your Letter number 1-5/2021 (NEP/Desk-Parl) Dated 03/02/2023

We are pleased to inform you that our college has a research cell. As per above cited letter we shall rechristen the above committee as Research & Development Cell, Dr.Venkatappa Naik, Assistant Professor, Dept. of Economics, is the Co-ordinator of the cell. His contact details are 9177572558 (Cell No) and [vnaik2009@gmail.com](mailto:vnaik2009@gmail.com) (E-mail ID).

This is for your kind information.

Thanking You,



Your's sincerely

  
Principal **PRINCIPAL**  
**S.S.R.G. Women's College, RAICHUR**

Copy to:

1. Joint Director, Collegiate Education, Regional Office, Kalaburgi.
2. Dr.Venkatappa Naik, Asst.Professor, Dept. of Economics, SSRG Women's College, Raichur.
3. IQAC, SSRG Women's College, Raichur.
4. Office, SSRG Women's College, Raichur.



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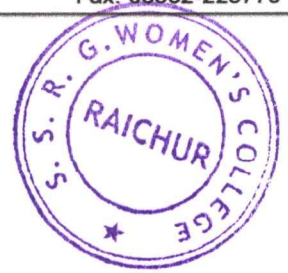
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Principal: Sri. Satyanarayan. M.Com.



## Research & Development Cell

The Establishment of Research and Development Cell in HEI's to target "Atma-Nirbhar Bharath" and expected to play a vital role in catalysing multidisciplinary or trans-disciplinary and translational research culture mandated in NEP-2020.

### ❖ Vision

To put in place a robust mechanism for developing and strengthening the research ecosystem within HEIs, aligned with the provisions of NEP-2020.

### ❖ Mission

- To create a conducive environment for enhanced research productivity.
- To encourage collaboration across industry, government, community-based organizations, and agencies at the local, national, and international levels.
- To facilitate greater access to research through mobilization of resources and funding.

The Research & Development Cell has been constituted as follows.

Sl.NO	Name	Designation	Committees
1	Sri Satyanarayan	Chairman	-
2	Dr.Venkatappa Naik	Coordinator	-
3	Dr.Hanumantha Naik J	Member	<b>I. Finance &amp; Infrastructure Committee</b>
4	Sri.Sanjaya	Member	<b>II. Research Programme and Policy Development Committee</b>
5	Dr.Mohammed Iliyas	Member	<b>III. Collaboration and Community Committee</b>
6	Dr.Rajeshwari	Member	<b>IV. Product Development, Monitoring and Commercialization Committee</b>
7	Dr. Aruna	Member	<b>V. IPR, Legal and Ethical Matters Committee</b>

  
**PRINCIPAL**  
S.S.R.G. Women's College, RAICHUR



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SSR 9/2022 - 23/UGC/138

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Date: 14-03-2023

To,

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This is for your kind information.

Thanking You,

Your's sincerely

  
Principal  
S.S.R.G. Women's College, RAICHUR



**Copy to:**

1. Joint Director, Collegiate Education, Regional Office, Kalaburgi.
2. Dr.Venkatappa Naik, Asst.Professor, Dept. of Economics, SSRG Women's College, Raichur.
3. IQAC, SSRG Women's College, Raichur.
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7	Dr. Aruna	Member	<b>V. IPR, Legal and Ethical Matters Committee</b>

  
PRINCIPAL

S.S.R.G. Women's College, RAICHUR

# Roles and Responsibilities of R & D Cell

## The Role of R & D Cell:

1. To enhance the Research Ecosystem of the college
2. To promote Academic Research in the college with Faculty and students
3. To preserve the Code of ethics of the college while publishing
4. To help the faculty in applying for funds in the form of Sponsored research / Grants from government and non government agencies
5. To pave path for the teachers, students and researchers to collaborate for research

## Responsibilities of R & D Cell:

1. To help faculty, researchers and students to know research methodology
2. Methodology to develop projects
3. Process of converting projects into prototype and in turn into products
4. Enhancing their knowledge on Intellectual property rights and Patents
5. Preserve code of ethics while publishing papers / thesis
6. Conduct skill development courses that enhancing the capability of students and faculty

## Guidelines of Research Advisory Board Committee

### 1. Selection Criteria for Research Advisory Board Member

Boards are selected with the goal of creating a balanced working group based on experience level, industry sector, geographic location and area of expertise.

Considerations for selection include:

- Long-term or widely recognized excellence in academia or practice.
- Professional experience and knowledge of privacy and data protection laws, regulations, policies, procedures, best practices and theory.

### 2. Duties & Responsibilities

## The Committee will:

1. Undertake timely, extensive review of projects from time to time
2. Establish policies and guidelines as deemed fit for pursuing research
3. Establish the grant application document

4. Participate in meetings/teleconferences as called by the Chair/Support Chair;
5. Submit feedbacks and updates to the Chair/Support Chair.
6. Sanction project proposals for Seed funding

### **The Chairperson will:**

1. Chair the meetings and delegate responsibilities;
2. Review the agenda and minutes for each meeting;
3. provide written feedback to funding recommendations submitted by students and Faculty
4. Report to the Board via the R & D cell in charge on the final research priorities to support
- e. the supporting chair will step in to the role of the chair should the chair refuse or unable to full-fill duties effectively and in the same token, the chair may assign another support chair should the support chair be inefficient.

### **Members of The Committee:**

A Senior Professor who will chair the committee co chaired with two professors who are expertise in the research and Development

## **Functions**

- To make the institute as a Research Centre of affiliating University / Other organizations
- To address the issues of research
- To suggest recommendations with their impact
- To provide autonomy to the Principal investigators as per the guidelines provided by the funding authorities
- To encourage /motivate faculty to take research initiatives in the department.
- To provide adequate infrastructure and support in terms of technology and information needs
- Facilitating timely auditing and submission of utilization certificates
- To create awareness among the students and faculty on the culture of research and aptitude
- To obtain information once in three months in the prescribed format on faculty involvement on guiding students, paper publications, research projects from external funding agencies and involving in collaborative research activity
- To conduct/ participate in workshops, training programs and sensitization programs on capacity building in terms of research and consultancy and imbibing research culture among staff and students

- Arranging guest lecturers under Institute-Industry-Interaction programs to promote research on industry needs  
Modernizing the existing laboratories with additional experimental set ups/ instruments and technology for utilizing the labs for research activity
- To depute senior faculty to various research organizations for getting collaborative projects and adopting best practices
- To provide the facility to the faculty in the form of incentives, sabbatical leaves, academic leaves for improving their qualification and quality of research
- To provide the budget for in-house R & D projects mentioning the guidelines and targets to achieve the expected outcome of the projects proposed
- Sponsoring faculty and students to present papers at National /International conferences as per the stipulated guidelines mentioned in the Quality Document of the institute
- To appoint part-time Research Advisors for promoting the quality of research and guidance for applying for projects

## Incentives for Publications

In order to motivate the faculty members towards research and publishing their research findings in reputed journals with impact factor, incentives are given to faculty members.

Research Publications	Incentive Amount (Rs)
SCI Journals	15,000
SCOPUS Journals	10,000
WOS Journals	3,000
UGC Journals	2,000
Book Chapter	10,000



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20-10-2022

## **R & D Cell Meeting Circular**



This is to inform that R & D Cell Meeting will be conducted on 25-10-2022 at 3.00PM in library hall. All the R & D Committee members are instructed to attend the meeting without fail.

### **Agenda:**


1. To discuss the policy of the promotion of research activities.
2. To discuss the rules and regulations regarding students' promotional schemes.
3. To provide the opportunity for students & Faculty activity participation.

  
**Signature of R & D Cell Coordinator**

(Dr.Venkatappa Naik)

### **Copy to:**

1. IQAC
2. Notice Board
3. For Chairman

  
**PRINCIPAL**  
**PRINCIPAL**  
**S.S.R.G. Women's College, RAICHUR.**





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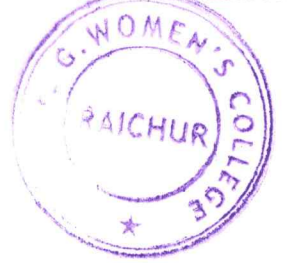
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## RESEARCH AND DEVELOPMENT CELL

### Minutes of Meeting

#### Meeting No-01



Minutes of the meeting of the R & D meeting held on 25-10-2022 at 3.00 PM in the Central Library, S.S.R.G. Arts & Commerce College for Women, Raichur.

#### Agenda:

- 1.To discuss the policy of the promotion of research activities.
- 2.To discuss the rules and regulations regarding students' promotional schemes.
- 3.To Provide the opportunity for students & Faculty activity participation.

The following members were present.

Sl.NO	Name of the Faculty	Designation	Signature
1	Sri.Stayanarayan	Chairman	
2	Sri.Sanjaya Pawar	IQAC Coordinator	
3	Dr.Venkatappa Naik	R & D Coordinator	
4	Dr.Hanumantha Naik J	Member	
5	Dr.Rajeshwari	Member	
6	Dr.Aruna	Member	
7	Dr.Zuhra Jabeen	Member	
8	Dr.Mohammed Iliyas	Member	
9	Smt.Gouri Pallakki	Member	

#### Members Participated:

- 1.All HODs
- 2.R & D Cell Coordinator
- 3.All the R & D Cell Member
- 3.Doctorates from all the Departments.
- 4.Research Scholar.



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## **Discussion**

The principal has cordially invited and warmly welcomed all the members and coordinator of R&D Cell for the discussion of above said agenda point in detail for preparing and understanding the strategic plan for strengthening research and development activities.

## **Resolutions**

### **Agenda 1. To Discuss the Policy of the Promotion of Research Activities.**

All the members of R & D Cell discussed in detailed disseminate policy manual of the promotion of research among faculty and students. Finally, all members are agreed to research promotion activities.

### **Agenda 2. To discuss the rules and regulation regarding students' promotional schemes.**

All the members are discussed the UGC rules and regulation of the research, asked all the faculty to publish research article at least 1 per semester and based on cadre yearly 2 could be preferable. All members are accepted and they prepare to write an article for publication.

### **Agenda 3. To Provide the opportunity for students & Faculty activity participation.**

1. Analyzed number of conferences/Workshops and training programmes participated by the department wise faculty members and motivated them to take opportunity for attending 1 per semester.
2. All the faculty members were initiated to prepare the proposal for research, development and extension activities.
3. As per policy OD & TA can be provided for participating in outside colleges and organizations.
4. Further, discussed IPR and patent filing and publication under IPR Cell.



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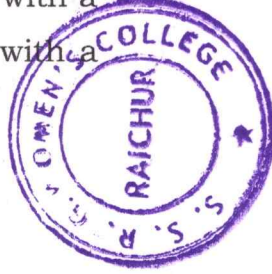
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All the members are requested to circulate the above guidelines and approved policy manual among their teaching staff. The meeting started with a welcome speech by the coordinator Dr.Venkatappa Naik. It was ended with a vote of thanks by Dr.Rajeshwari.



**PRINCIPAL**  
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10-06-2023

## **R & D Cell Meeting Circular**

This is to inform you that the R & D Cell Meeting will be conducted on 15-06-2023 at 3.00 PM in the library hall. All the R & D Committee members are instructed to attend the meeting without fail.

### **Agenda:**

1. Review of the agenda of the previous meeting on 25-10-2022.
2. To discuss with R & D activities for the academic year 2022-23.
3. Department-wise R & D target.
4. Policy formulation & Implementation.
5. To Proposal for consultancy Activities.
6. To organize a seminar/workshop.

**Signature of R & D Coordinator**

(Dr. Venkatappa Naik)

### **Copy to:**

1. IQAC
2. Notice Board
3. For Chairman



**PRINCIPAL**  
**PRINCIPAL**  
S.S.R.G. Women's College, RAICHUR.



TARANATH SHIKSHANA SAMSTHE'S

**SOMA SUBHADRAMMA RAMANGOUD ARTS & COMMERCE COLLEGE FOR WOMEN**

Station Road, Raichur - 584101

(Affiliated to Karnataka State Akkamahadevi Women University, Vijayapura)

Re-Accredited by NAAC with "B" Grade



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## RESEARCH AND DEVELOPMENT CELL

### Minutes of Meeting

#### Meeting No-02

Minutes of the meeting of the R & D meeting held on 15-06-2023 at 3.00 PM in the Central Library, S.S.R.G. Arts & Commerce College for Women, Raichur.

#### Agenda:

1. Review of the agenda of the previous meeting on 25-10-2022.
2. To discuss with R & D activities for the academic year 2022-23.
3. Department-wise R & D target.
4. Policy formulation & Implementation.
5. To Proposal for consultancy Activities.
6. To organize a seminar/workshop.

The following members were present.

Sl.NO	Name of the Faculty	Designation	Signature
1	Sri.Amaregouda S	Chairman	
2	Sri.Sanjaya Pawar	IQAC Coordinator	
3	Dr.Venkatappa Naik	R & D Coordinator	
4	Dr.Hanumantha Naik J	Member	
5	Dr.Rajeshwari	Member	
6	Dr.Aruna	Member	
7	Dr.Zohra Jabeen	Member	
8	Dr.Mohammed Iliyas	Member	
9	Smt.GouriPallakki	Member	
10			



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### Members Participated:

- 1.All HODs
- 2.R & D Cell Coordinator
- 3.All the R & D Cell Member
- 3.Doctorates from all the Departments.
- 4.Research Scholar.

### Discussion

The principal invited has cordially and warmly welcomed all the members and coordinators of the R & D cell for the discussion above agenda points in detail for preparing and understanding the strategic plan for strengthening the research and development activities

### Agenda 1. Review of the agenda of the previous meeting on 25-10-2022.

All the department HODs discussed the 2021-22 academic year contributions of faculty and students and then it was concluded that overall publications so far 15. The Faculty attending for number of conferences/workshops /seminars/paper presentations/publications submitted to R & D Cell.

The principal expressed his worries about the No. of publications so far less and No. of R & D activities also very less. So, all the HoDs are asked to concentrate on publications and research activities.



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**Agenda 2. To discuss with R & D activities for the academic year 2022-23.**

It is discussed to initiate a national webinar on various domain specializations for knowledge transfer among research activities. All the HoDs are asked to organize the one-day national workshop schedule of their departments.

**Agenda 3. Department wise R & D target.**

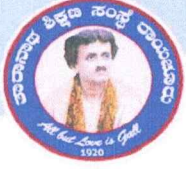
It is decided to conduct one conference in a year per department and apply for project funding agencies. All the HoDs are asked to submit the R & D Report every month. They decided to the department HoDs at least once a year conduct workshop for students.

**Agenda 3. Policy formulation & Implementation**

R & D activity policy formulation will be defined based on the strategic plan, and proposed activities and will be implemented by the principal. All the research terminology will be incorporated and presented in the progressive meeting.

**Agenda 4. To Proposal for consultancy Activities.**

All the doctoral faculty members are asked to find nearby industries in their field of industries in their field of interest to do the consultancy. The Department of Commerce and Department of Economics organized a one-day industrial visit (Rice & Cotton Mill) was very successful and contributed to the project work for students. Two departments are MoU with industries and visit also did it.



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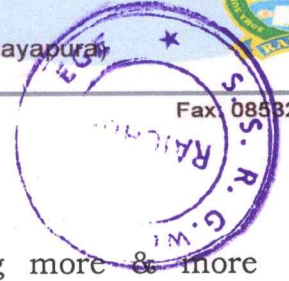


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### **Agenda 5. To organize a seminar/workshop.**

All the R & D Cell members discussed organizing more & more programmes to create awareness about research activities through workshops and seminars of special lectures to students and faculty members. All the members are unanimously agreeing to it.

The meeting ended with a vote of thanks by Sanjaya Pauer.

**PRINCIPAL**  
S.S.R.G. Women's College, RAICHUR.