

St. Paul's College, Kalamassery

Archdiocese of Verapoly

Affiliated to the Mahatma Gandhi University, Kottayam

www.stpauls.ac.in

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RESEARCH COMMITTEE POLICY

Policy statement:

The Research Committee of St. Paul's College, Kalamassery is established to promote, support, and oversee research activities across the institution. The Committee serves as a central body for developing policies, strategies, and procedures that enhance the quality, integrity, and impact of research.

Scope

This policy applies to all research scholars, guides and staff, academic community including postgraduate research students, project guides and any individuals engaged in research activities, contributing to academia under the auspices of St. Paul's College, Kalamassery.

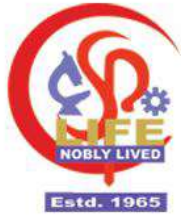
Objectives:

- **Promoting a research culture:**
Encouraging and supporting research activities among faculty, staff, and students.

- **Ethical standards:**

Ensuring research adheres to ethical principles and guidelines, including data privacy, informed consent, and avoiding plagiarism.

- **Research oversight:**
Monitoring and evaluating research projects, providing guidance and support to researchers, and ensuring quality control.
- **Funding and resource allocation:**
Managing research funds, allocating resources effectively, and seeking external funding opportunities.
- **Enhancement and Maintenance of Research Infrastructure**
Ensuring adequate addition to the research infrastructure and maintenance of existing, through support from Government agencies and College authorities.
- **Professional development:**
Providing training and workshops to enhance research skills and knowledge.
- **Collaboration and partnerships:**
Fostering collaborations with other institutions and organizations to expand research capabilities and impact.
- **Publication and dissemination:**
Encouraging the publication of research findings in reputable journals and other appropriate outlets



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Composition

The Research Committee shall be composed of:

- Chairperson (Research committee Coordinator/ Dean Research)
- Faculty representatives from each Research department
- Librarian(Qualified as per UGC Guidelines)
- Secretary (appointed by the Chair)

Responsibilities

The Research Committee is responsible for:

- Setting and reviewing research priorities.
- Implementing activities to promote research activities in College.
- Ensuring ethical clearance for all research activities in college in accordance with policies of UGC and MG University.
- Co-ordinating and monitoring the raising and utilisation of research funds through the college office.
- Maintenance and monitoring of research infrastructure including all machines and equipments that falls under the purview of research.
- Evaluating institutional research performance annually. (Here we can mention about our internal audit)
- Advising on research collaborations, intellectual property, and commercialization.

Meeting Schedule

- The Committee shall meet at least quarterly or as required. Special meetings may be convened at the request of the Chair or majority of members.

Reporting

- The Research Committee reports to the Academic Board(supreme academic body of our college) and submits an annual report summarizing research activities, achievements, challenges, and recommendations.

Review of Policy

- This policy shall be reviewed every three years or as needed to ensure alignment with institutional goals and external regulations.