

RESEARCH POLICY



MIER COLLEGE OF EDUCATION (AUTONOMOUS)

MIER COLLEGE OF EDUCATION

Autonomous

**Recognised by the Govt. of J&K and
Permanently Affiliated to the University of Jammu
Accredited by the NAAC with 'A+' Grade**

RESEARCH POLICY



B.C Road, Jammu Ph. 2546078, 2565098 Email: principal@miercollege.in
Website: www.miercollege.in



RESEARCH POLICY

1. Purpose

The purpose of the Research Policy is to create a conducive atmosphere for research and inculcate research aptitude among the faculty and students. The policy shall serve as an overall framework within which research activities may be carried out at MIER College of Education (MCE).

2. Scope

This Research Policy forms the basics of the research ethics of the college and is implemented in all its departments. It also provides guidelines for the functioning of the Research and Development Cell of the college.

3. Objectives

The principal objectives of the Research Policy are as follows:

- To provide a framework of regulations and mandates for the governance of research and development.
- To encourage and promote good research practices.
- To create a supportive research culture with regards to ethical considerations.
- To introduce legal provisions of ethical practices in research, intellectual property rights, patent norms, cyber laws, anti-plagiarism policy and tools for conduct of fair research.
- To provide required support for meeting all regulatory requirements for undertaking research.
- To frame guidelines with reference to financial support available for research.
- To integrate research facilities for facilitating both faculty and students and to best utilize available resources for research.
- To facilitate MoUs and linkages for encouraging research and to encourage research in interdisciplinary areas.
- To ensure the fair treatment to all researchers, faculty, students and staff.



- To establish fair, rational, transparent decision-making processes and policies for allocation of research funds and other kinds of support for research.

4. Research Policy

1. The faculty at MIER College shall
 - a. undertake research as a career expectation and shall balance with other obligations of academic staff including teaching and administrative responsibilities.
 - b. contribute towards the strengthening of the research environment and culture through activities such as mentoring, engagement in new research initiatives and collaborations for enhancing the research output of the College.
 - c. participate in initiatives designed to secure financial support for research activities from external funding agencies.
 - d. explicitly mention MIER College of Education, Jammu as the affiliated institution for the author in their published research papers or other published material (Books, Research Projects etc.). Even the faculty who are pursuing Ph.D. on part-time/ full-time basis need to mention MIER College of Education, Jammu under institutional affiliation in their publications and not the name of the university from where Ph.D. is being pursued.
 - e. Obtain the approval of the Principal prior to submitting a research project or a paper for review through the convener of Research and Development Cell and submit the details of the agency/journal/conference where the project/paper is being submitted.
 - f. Ensure participation in faculty development programmes organised to improve the research skills and enhance the research output.
2. The Research and Development Cell shall help in promoting the vision of the College regarding research and enhance the reputation of the college in areas of research by engaging with other research institutions and industry. The RDC shall facilitate interdisciplinary and multidisciplinary research activities as well.
3. The research activities undertaken by the undergraduate, postgraduate and doctoral students shall be integrated with the research focus of the MCE in alignment with the national thrust areas.



5. Code of Conduct for Research

It shall be a prime responsibility of the faculty and the students of MIER College to adhere to the following norms while undertaking research work.

HONESTY

- Do not falsify, fabricate, plagiaries, mislead, or misrepresent (either in writing, through electronic/online means or by any other means)
- Do not deviate from accepted practices in the specific research discipline or pertaining to specific communities
- Obtain all relevant licenses, permits, permissions, and protocols, where necessary.

TRANSPARENCY

- Share and communicate research methodology, data and findings openly, responsibly and accurately
- Disclose and manage conflicts of interest.

FAIRNESS

- Treat fellow researchers and others involved in the research fairly and with respect.
- Appropriately reference and cite the work of others.
- Give credit, including authorship where appropriate, to those who have contributed to the research.

RECORDKEEPING

Retain clear, accurate, secure and complete records of all research including research data and primary materials.

CONFLICTS OF INTEREST

Disclose and manage any and all actual, potential or perceived conflicts of interest.

PUBLICATION AND AUTHORSHIP

- Include all authors of research outputs. Authors of research outputs are those, and only those, who have made a significant intellectual or scholarly contribution to the research and its output, and they have agreed to be listed as an author.
- Cite and acknowledge others work appropriately and accurately and obtain permission for the use of unpublished work.
- Acknowledge professional and technical staff, institutions, funders, and shared facilities which have contributed to the research explicitly in all published outcomes of the research.



HUMAN RESEARCH ETHICS

- Apply the ethics principles of research merit and integrity, justice, beneficence, and respect in the conduct of all human research.
- Only conduct research involving humans with approval from the appropriate ethics review body.

ANIMAL RESEARCH ETHICS

- Only conduct research involving animals after receiving approval from an appropriate animal ethics review body.
- Act to minimise the impacts on animals used in research and in so doing support the welfare and wellbeing of these animals.

CODE OF ETHICS FOR PLAGIARISM CHECK

- It is the objective of the college to create awareness among the faculty and the students regarding the responsible conduct of research, study, project, assignment, thesis, dissertation and prevention of misconduct including plagiarism.
- The college shall develop systems to detect plagiarism and set up mechanisms to prevent plagiarism.
- The college uses well known software like Drillbit and other online tools for plagiarism check.
- The College shall take serious note of any lapses on the part of researchers in this regard.

PRECAUTIONS TO BE TAKEN WHILE CHOOSING A JOURNAL FOR PUBLICATION

- It is encouraged to publish in good quality reputed journals
- Do not publish in predatory journals and journals of multidisciplinary nature which promise quick publication at a charge.
- It is encouraged to publish the research results in the journals which are indexed in prominent and reputed databases such as Scopus/Web of Science etc. and UGC Care listed journals.



6. RESEARCH SUPPORT

MIER College has framed a proactive policy to support the research activities, thus motivating the faculty members and students to undertake the research activities as per the guidelines of the college.

The following special privileges shall be given:

- Research funding will be provided through the Seed Money Scheme for the projects (*Annexure 1*)
- Annual Research Awards under Research Promotion Scheme (*Annexure 2*)
- Dr. Arun K. Gupta Research Award (*Annexure 3*)
- Financial support in the form of registration fees and TA/DA to be reimbursed for attending and presenting in national and international conferences.
- Guidance and Support for preparing proposals for external funding agencies.
- Data analysis, IT Services and Reprographic support.
- Training programmes for enhancing research skills.

Chairperson

Principal



Annexure 1

SEED MONEY SCHEME

1. Purpose

The purpose of Seed Money scheme at MCE is to encourage faculty members for developing innovative research proposals, novel ideas for undertaking research and to carry out preliminary activities related to research projects such as field visits, data collection, material procurement, etc. and enabling researcher to carry out the project work effectively.

2. Seed Grant

The maximum amount of seed money shall be Rs.20,000/- depending on merit of the project; however, it can be increased or decreased depending on decision of Research Committee to be ensure the quality of the project.

The duration of the grant shall be of six months.

3. Eligibility

- Any regular faculty member of MIER College of Education, with a proven track record of quality research with minimum three (3) research papers to his/ her credit, published in journals of national/international repute. The faculty applying for the research grant shall be the sole Principal Investigator (PI).
- The faculty should have completed at least One year of service in MCE at the time of applying for the Seed Money scheme. However, a shorter period of service at MCE can also be considered in exceptional cases based on the quality of the project.
- The faculty members shall be eligible to receive seed money once in a year.
- The faculty members can apply for seed money scheme for one project at a time. The ongoing project must be successfully completed before the next proposal is submitted for consideration.
- The duration for the project shall be minimum 3 to 6 months.



- Any violation of the prescribed norms shall lead to debarring from participation in Seed Money Scheme in future.

4. Selection Criteria

The topic of research should be innovative and should encompass an interdisciplinary or a multi-disciplinary research area. The innovative or original nature of the proposal should be validated by carrying out a comprehensive review of literature or an extensive patent survey in the respective area. The area of research shall be aligned with the institutional research objectives. The project should have clearly stated outcomes in terms of societal impact, improvement in the practice of education, technology transformation etc.

5. Procedure For Applying

- All eligible candidates who wish to avail the seed money scheme shall need to submit a suitable research proposal to the Principal through the Convener, Research and Development Cell in the prescribed application form for approval.
- The duly constituted Research Committee will evaluate the proposal and recommend the amount of seed grant to be allotted for a project. The Research Committee shall have the right to reject the proposal, if found not suitable.
- Faculty members whose proposals are short listed shall be invited to make a presentation.
- The duly endorsed project assessment report and quantum of funding along with recommendations of the Committee shall be submitted to the Principal/Chairperson for approval.
- The project shall not be transferable in any case, and if the Principal Investigator fails to complete the project due to his negligence, he/she will be liable to refund the entire amount released.



- After approval of the project, the Principal Investigator shall be released 50% of the approved grant as first instalment. The remaining grant shall be released on submission of utilization certificate and statement of expenditure along with project completion report.
- The un-utilized grant, if any, may be refunded immediately through draft/electronic transfer to the College.
- The executive summary of the report and the research documents in the form of Publications, patents, monograph, or any other academic/research accomplishment as an outcome of the research project be uploaded on the relevant portal at the official website of the MCE.
- The balance grant, if any, not claimed before the date of completion of the project shall be treated as lapsed and no representation shall be entertained thereafter.
- In case of any misappropriation of funds strict action shall be initiated and if proven guilty, the entire amount released as Seed Grant shall be recovered.
- The Principal Investigator shall submit monthly progress reports to the Convener, Centre for Education Research of the college.

6. Expected Deliverables

- Externally funded projects should be generated as an outcome of the seed money scheme.
- Present the work in any National/International Conference/Seminar, etc. from the research work carried out in the said project before its completion.
- Training of students involved in the research project
- The Principal Investigator is required to publish at least one paper in a peer-reviewed indexed (SCI/Scopus/UGC CARE) journal and/or publish a Book/Book Chapter.
- The authors must acknowledge the funding source and include College affiliation in all such publications.



Annexure 2

Research Promotion Scheme

The revised incentives reflect the mission of the institution to promote quality research and to realize its vision of being recognized as a respected centre of research and development in the region.

S.No.	Category	Financial Incentive
Research Publications		
1.	International Journals - Grade A, Indexed in SSCI (Web of Science) or Scopus with a valid impact factor	5000/-
2.	International Journals - Grade B – Indexed in Scopus without impact factor or ESCI (Web of Science)	3000/-
3.	International Journals – Grade C - Any other peer-reviewed journal in UGC-CARE List	2500/-
4.	National Journals – Only from UGC-CARE List	1500/-
5.	International Conferences Grade A – Paper / proceedings published by know publishers such as Springer etc. and indexed in renowned databases	5000/-
6.	International Conferences - Grade B – Paper / proceedings published by the conference committee	3000/-
7.	National Conferences / Seminars - Paper / proceedings published by the conference committee	1500/-
Intellectual Property		
8.	Innovation Patent: Filing	3000/-
9.	Innovation Patent: Granted	5000/-
Miscellaneous		
10.	Consultancy Assignments	20% of the consultancy amount
11.	Guiding Ph.D. Student as a co-guide	Rs. 5000/-



12.	Acceptance of Research Project for External Funding	Rs. 5000/-
13.	Book Chapter Publication (International Publisher)	Rs. 3000/-
14.	Book Chapter Publication (National Publisher)	Rs. 2000/-
15.	Book Publication- International Publisher	Rs.10000/-
16.	Book Publication- National Publisher	Rs.7000/-
17.	Book Publication- State Level Publisher	Rs.5000/-



Annexure 3

Dr. Arun K. Gupta Research Award

The award money shall be given to the selected students of MIER College in the following programmes:

- Ph.D. (Education) Programme : Rs. 25,000/-
- M.Ed. Programme : Rs. 15,000/-
- M.A. (Education) Programme : Rs. 15,000/-

Criteria for Selection

The students shall be selected based on the overall quality of their research work. This shall include assessing the quality of their thesis in terms of the following parametres:

1. Objectives of the study
2. Relevance of review of literature
3. Research methodology
4. Quality of data analysis
5. Reporting of results and
6. Reference writing

The students shall also be assessed in terms of their presentation skills, explanation of the results of the study and achievement of their objectives.

The core understanding of the research process shall also be taken into consideration while evaluating the candidates by the research committee constituted for the purpose.

Chairperson

Principal

श्रेष्ठ

ENGAGE - EMPOWER - EXCEL