



## **SUNDARBAN HAZI DESARAT COLLEGE**

### **Internal Quality Assurance Cell**

### **Institutional Policy**

**on**

### **Research & Development and Innovation**

**"विद्याधनं सर्वधनप्रधानम्।"**

**"Knowledge is the best of all treasures"**

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SUNDARBAN HAZI DESARAT COLLEGE is keen to promote and foster a vibrant culture of research and innovation among faculties and even students. And the current policy is hereby adopted by the college authority to address one of the key aspects of higher education.

#### **1. Objectives of the Policy:**

- I. To promote and facilitate research activities among faculty, and even students;
- II. To create and sustain a synergy for research and innovation by providing incentives to faculty members;
- III. To encourage innovation and entrepreneurship among students under the mentorship of faculty members.

#### **2. Functions and Application of the Policy:**

- I. Organizing workshops and seminars, in both offline and virtual mode, to enhance research skills.
- II. Providing financial support through seed funds for research projects.
- III. Establishing research infrastructure to facilitate research activities
- IV. Publishing research papers in national and international journals.

#### **3. Functions of R & D Cell**

*Tam Mandal*

Principal

Sundarban Hazi Desarat College  
Pathankhali, South 24 Parganas

- I. The R & D Cell would be formed with both internal and external members. The Cell would adopt policies and monitor that they are operative.
- II. The R & D Cell would convene meetings regularly.
- III. The Cell, as per the recommendations of the IQAC, would monitor the Acharjya Prafulla Chandra Research Grants [*Please refer to Annexure 1*].
- IV. The Cell would regularly take up follow up action for engendering research ambience in the campus.
- V. The Cell remains responsible for the inception of Amulya Bhowmik Memorial Incubation Centre for fostering among students a vibrant culture of entrepreneurship among students.
- VI. The Cell would henceforth monitor and supervise the functioning of NISP and Innovation Cell of the college.
- VII. The Cell would take measures, in consultation with NISP and Innovation wing, to organize programmes for capacity building among students.

#### **4. Financial Assistance and Funding:**

- I. The Cell would notify faculty members about advertisements of Government/Non-Government Agencies like UGC, ICSSR, DBT, CSIR, UNESCO and etc. for providing financial grants for research.
- II. The college would provide a seed fund of Rs. 50, 000/- from the year 2020-21 for Acharya Prafulla Chandra Research Grants for two numbers of faculty [*Please refer to Annexure 1*].

#### **5. Research Ethics:**

- I. Any faculty member undertaking any research project funded either by Government agency(ies) or by college shall strictly adhere to the ethical standards in conducting surveys, interviews, dissecting animal specimen and would not indulge in the unethical practice of plagiarizing.
- II. For each and every case and wherever necessary, a researcher concerned should obtain necessary approvals from the Cell for research involving human or animal subjects.
- III. Violation of any of the clauses above or those contained in Undertaking Research ethics Form of the college would render the researcher liable to be punished by the college authority. [*Please refer to Annexure 1*].

The undersigned pledges to maintain and adhere to all the clauses of this policy, adopted on the 28<sup>th</sup> Day of January, 2021, till its reformulation, repeal or dissolution by the IQAC.

*Tarun Mandal*

Principal  
Sundarban Hazi B. S. College  
Pathankhali, South 24 Parganas

**Research Ethics Approval Form**

UNDERTAKING OF RESEARCHER/INVESTIGATOR IN RESPECT OF RESEARCH

PROJECT TITLED .....

.....

I, Dr/Ms/Mr .....  
(Designation).....pledge the following as per  
the Research Ethics Policy laid down by Research Ethics Cell of the college:

1. I will not copy/plagiarize any content/idea/passages from any earlier research(es)/book(s)/article(s) for my project.
2. That I will not indulge into any unethical activity for the collection of data or for any purposes for the project mentioned above.
3. That I will not violate social/moral/constitutional rights of any individuals during my collection of data or field works/surveys.
4. That I will seek proper permissions/NOCs from authorities concerned for procuring data or compiling them thereon.
5. That I will take proper permission from the subject/person before taking video/audio or any other recording.
6. I will not violate any clause of the Prevention of Cruelty to Animals Act, 1960 and Article 21 of the Indian Constitution for experiments on animals.
7. I will NOT, in any case, use the money received under the grant for any purposes other than the research project mentioned above.
8. I pledge to submit to college any electronic gadgets/books/journals procured from the monetary assistance of the grant.

I, Dr/Ms/Mr .....  
(Designation).....solemnly declare that I will not violate any of the  
above pledges for execution of the project mentioned above. If the competent authority finds me  
violating/having violated any of the above clauses, the authority would withdraw the NOC  
therewith.

Signature of the Investigator/Researcher with date

## Annexure-1

### SUNDARBAN HAZI DESARAT COLLEGE

#### Acharya Prafulla Chandra Research Grant

As per the recommendations of the NAAC Peer-Team and the consequent approval of the Governing Body of the college to allocate funds to the tune of Rs. 1,50,000/- (One lakh fifty thousand only) to encourage research among its faculty members, IQAC proudly launches **Acharya Prafulla Chandra Research Grants**.

#### Guidelines:

1. Any member of the faculty would be awarded this research grant (₹ 25,000/- for Science and ₹ 20,000/- for Humanities & Social Science Subjects/Commerce) for a period of 6 months, extendable for 6 (six) months more as per the discretion of the Research Committee under IQAC. Two grants would be sanctioned annually.
2. From 2023 onwards, the grant was increased by ₹ 10, 000/-, that is, ₹ 35, 000/- for a research project in Science and ₹ 25,000/- for research project in Humanities & Social Sciences.
3. The candidate must get parts of the research project published in the form of at least **ONE** article in any UGC-CARE List of Journals/any reputed peer-reviewed journals . [Letter(s) of Acceptance from the Editorial Team/Editor of the Journal concerned will suffice during submission of the project report/dissertation.] The candidate should clearly mention the financial grants under which s/he writes the article in the acknowledgement part.
4. The research should be aimed at addressing the issues of local importance like **environment, ecology, bio-diversity, rural economy, SHGs, demography, social and economic discrimination, Mathematical Modelling for policy making for rural development, local culture and literature**. The authority would give preference to research proposals which promise to be multidisciplinary.
5. Sundarban Hazi Desarat college, being the funding agency, will exercise its copyright over the submitted project report. And, if and in case of the decision of the IQAC about the publication of the entire project, the author concerned would not be paid any royalties or remuneration or compensation.

#### Eligibility:

1. The Applicant must be a teacher of the college.
2. S/he must have a PhD or an M Phil or research credentials in the form of publications in the UGC-CARE list of journals.

#### Procedures for availing the research grant:

1. The candidate should apply in the prescribed form available in hard copies with the Coordinator, IQAC. S/he may download the same from the website.
2. The Proposal of Research of approximately 500 words must be in the following format:

- **Tentative Title of the Project**
- **Abstract of less than 250 words with 4/5 keywords**
- **A Brief Review of Literature justifying the necessity of the Project**
- **Methodology/Tools/Laboratory works/Mode of Data Collection**

**Probable Outcome of the Research** (One should clearly mention how it is an advancement of existing body of knowledge in that specific area)

1. The candidate should submit **two** copies of the same Research Proposal along with the Application. (One with her/his name written after the 'Tentative Title of the Project', the other without).
2. On receipt of the Application(s), the Research Committee would deliberate on the viability of the project before forwarding the same for Blind-Review by University Professor or Professional Expert.
3. The selection of the project for awarding grants would be based upon the following criteria and respective grading by expert(s) in the Blind Review:

| <b>Sl. No.</b> | <b>Criterion</b>                                              | <b>Grade</b> |
|----------------|---------------------------------------------------------------|--------------|
| 1.             | <i>Innovativeness/Novelty of the Research Idea</i>            | 3            |
| 2.             | <i>Proposed Mode of Execution</i>                             | 2            |
| 3.             | <i>Advancement of Knowledge</i>                               | 3            |
| 4.             | <i>Relevance &amp; Applicability of the proposed Research</i> | 2            |