



## **NATIONAL ASSESSMENT AND ACCREDITATION PROJECT (NAAC)**

- 1. Title of the committee: Institutional Research Cell and Research Publication Committee**
- 2. Details of committee members 2019-2020**

| Sr. No. | Name                  | Designation in committee          |
|---------|-----------------------|-----------------------------------|
| 1       | Mr. Virendra Jain     | Chairman                          |
| 2       | Mrs. Paras Savaliya   | Secretary                         |
| 3       | Mrs. Arpita Vaidya    | Member                            |
| 4       | Ms. Neha Parmar       | Member                            |
| 5       | Mr. Kailash Nagar     | Member                            |
| 5       | Mr. Sapan Macwan      | Student Member (S.Y.M.Sc)         |
| 6       | Mr. Swapnil Christian | Student Member (Fourth Year B.Sc) |
| 7       | Mr. Hardik Parmar     | Student Member (S.Y.P.B.B.Sc)     |
| 8       | Mr. Bhargav M.        | Student Member (T.Y.GNM)          |

### **3. OBJECTIVE OF COMMITTEE:**

#### **For Institutional Research Cell:**

- To maintain uniformity by providing guideline and format for submission of synopsis and thesis to faculties and students.
- To motivate the faculty members to undertake inter-disciplinary, intra-disciplinary and multi disciplinary research projects.
- To organize Conferences/CNE/workshops and endowment chair session on various topics of research in college premises.
- To create zeal amongst faculty members and students towards research and innovation.
- To give on-duty leave to all the faculty members who need to present Paper/Poster presentation at national/ Inter-national level.
- To promote consultancy services and provide equipment for smooth conductance of undertaken research grants.
- To encourage faculties to apply for research grants from Government and Non-government agencies.
- To recommend management for appreciation and recognition of faculties who are awarded national / international fellowships financial support for advanced studies/collaborative research and conference participation.



## **For Research Publication**

- The Publication Committee is responsible for identifying opportunities for publishing research projects conducted by faculties and students.
- To encourage faculties and students to present papers in national/inter-national conferences/workshops/seminars and Publish abstract/articles in peer reviewed and H-indexed journals (Approved by Scopus/ Web of Science/ UGC)
- To provide guidance for process of article/abstract publication in journals.
- To encourage faculty members and students to come out in the open and express their opinion
- To collect published paper, correspondence letters and certificate of publication from faculties as a report

## **4. STRATEGIES/POLICIES FOR ATTAINMENT OF OBJECTIVES:**

- Each research project has to maintain originality of research and it must be free from plagiarism.
- Each research project conducted by student and faculty of Dinsha Patel College of Nursing must be published in UGC referred journal, Scopus Publication and web of science indexed journals only.
- Each researcher has to submit their published paper and correspondence letter and certificate of publication to the Institutional Research Cell and research publication committee.

## **5. PLAN OF ACTIVITIES :**

### **For Institutional Research Cell :**

- All the members of the committee will be responsible to maintain uniformity of research project as per given guide line.
- Maintain record and report of the research activities
- Encourage regular feedback from student representative and consider suggestions for improvement.
- Collect report of Paper Presentation and Publication from faculties in the month of September every year.
- Collect thesis of research projects conducted under each department in the month of September every year.
- Recommend to management for Recognition of faculties who receive grant for research from Government and Non-government agencies by felicitating during conference/seminar/CNE
- Also recommend for appreciation and recognition of faculties by felicitating during conference/seminar/CNE who get national / international award/fellowships, financial support for advanced studies/collaborative research and conference participation

## **Monitoring and Records**

- ✓ The implementation of this policy will be monitored on workplace by secretary and members of the committee and any remedial action documented within the template.



## Operational Mechanism:

### Meetings:

- The meeting agenda will be linked to the objectives of the Institutional Research Cell and research publication committee.
- However, the committee will also assess the current needs and develops the agenda accordingly.
- The committee will meet on every 1<sup>st</sup> in a month of June/ July/ Aug./ Sep.
- The chair of the committee may convene additional meetings, as he/she deems necessary.
- All members of the committee will attend the meeting

### Review of policy:

- The chairperson is authorized to make recommendations to the college about changes in the policy.
- The policy will be reviewed every year

## 6. DISTRIBUTION OF WORK:

| Sr. No. | Name                         | Responsibilities   |
|---------|------------------------------|--|
| 1       | <b>Mr. Virendra Jain</b>     | - Guide and Promote research activities and its publication to faculties and students  |
| 2       | <b>Mrs. Paras Savaliya</b>   | <ul style="list-style-type: none"> <li>– Prepare agenda for meeting and fulfill objectives of the committee by help of the chairperson of the committee.</li> <li>– Guide and Promote research activities and its publication to faculties under OBG Department</li> <li>– Maintain record and reports.</li> </ul> |
| 3       | <b>Mrs. Arpita Vaidya</b>    | - Guide and Promote research activities and its publication to faculties under MSN Department and S.Y. P. B. B.Sc. Nursing students.   |
| 4       | <b>Ms. Neha Parmar</b>       | Guide and Promote research activities and its publication to Fourth Year Basic B.Sc. Nursing students  |
| 5       | <b>Mr. Kailash Nagar</b>     | Guide and Promote research activities and its publication to faculties under CHN Department S.Y. M.Sc. Nursing students.   |
| 6       | <b>Mr. Sapan Macwan</b>      | Student representative from M.Sc Programme   |
| 7       | <b>Mr. Swapnil Christian</b> | Student representative from B.Sc Programme   |
| 8       | <b>Mr. Bhargav</b>           | Student representative from GNM Programme  |
| 9       | <b>Mr. Hardik Parmar</b>     | Student representative from P.B.B.Sc Programme   |



## **7. LIST OF RECORDS TO BE MAINTAINED IN COMMITTEE:**

- **Meetings register :** Agenda and minutes of the meeting and its ATR.
- Rule and regulation/Policy/Circulars file
- **Report file :**
  - Paper and Poster Presentation and Publication
  - Report of received award/grant by faculties

**Mrs. Paras Savaliya**

**Secretary**

IRCC and Research Publication Committee

Date: 27<sup>th</sup> August 2018

**PRINCIPAL**