

Title of the committee: Institutional Research Cell

2023-2024

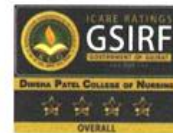
Details of committee members

Sr. No.	Name	Designation in committee
1	Prof. Virendra Jain	Chairman
2	Mr. Kailash Nagar	Secretary
3	Prof. Arpita Vaidya	Member
4	Ms. Dhara Vyas	Member
5	Ms. Neha Parmar	Member
6	Ms. Julia Chauhan	Member
7	Mr. Jyot Darji	Member
8	Mr. Sachin Sharma	Member
9	Ms. Chaya Vankar	Member
10	Ms. Rimpal Vaghela	Member

1. 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

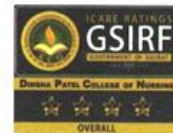
2. STRATEGIES/POLICIES FOR ATTAINMENT OF OBJECTIVES:

- 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.

3. 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 guideline.
- 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 1st 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



4. DISTRIBUTION OF WORK:

S.N.	Name	Responsibilities
1	Prof. Virendra Jain	Guide and Promote research activities and its publication to faculties and students
2	Mr. Kailash Nagar	Prepare agenda for meeting and fulfill objectives of the committee by help of the chairperson of the committee. Guide and Promote research activities and publication among faculties and students. Maintain record and reports.
3	Prof. Arpita Vaidya	Guide and Promote research activities and its publication to faculties under MSN Department
4	Ms. Dhara Vyas Ms. Neha Parmar	Guide and Promote research activities and its publication to M.sc. Nursing and Basic B.Sc. Nursing students.
5	Ms. Julia Chauhan Mr. Sachin Sharma Mr. Jyot Darji	Guide and Promote research activities in UG and PG Post Basic B.Sc. Nursing students.
6	Ms. Chaya Vankar Ms. Rimpal Vaghela	Main Records of Research and Publication

5. 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

Mr. Kailash Nagar

Secretary

Principal