

"Dissemination of Education for Knowledge Science & Culture"

-Shikshanmaharshi Dr. Bapuji Salunkhe



**VIVEKANAND COLLEGE,
KOLHAPUR**



(स्वायत्त) कोल्हापूर

(EMPOWERED AUTONOMOUS)

Internal Quality Assurance Cell

RESEARCH & ETHICS POLICY



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A. Preface

Vivekanand College, Kolhapur (Autonomous) was established in 1964 by Shri Swami Vivekanand Shikshan Sanstha, Kolhapur founded by Shikshanmaharshi Dr. Bapuji Salunkhe with a motto "Education for Knowledge, Science and Culture" -Shikshanmaharshi Dr. Bapuji Salunkhe. The college is located in the prime area of the city having pleasant and healthy atmosphere. The college is recognized as one of the best colleges in the university, not only in academics but also in the fields of sports, cultural and extension activities. Over the years it has achieved recognition in teaching, learning, evaluation, research, development and outreach. It has displayed competency in education and research through its academic programmes and promotional activities in research and development. The college offers a wide range of conventional program options in B.A., B.Com., B.Sc. along with the self-supported professional courses like BBA, BCA, BCS, B.Sc. (Bio-Tech), B.Voc ,and PG courses M.Sc., M.Com., M.A.

Research and development are an integral part of our education system. It enhances curiosity, vision and look forward to new ideas and innovations through experimentation and efforts. College is engaged in exploring areas of research which can support social and national needs.

College has identified major areas of research which include Nano Technology, Material Science, Physics, Mathematics, Statistics, Life sciences, Humanities, Chemistry, Bio-remediation, Bio-diversity, Optimization Techniques, Process Control, Energy Technology, Space Science, Argo based Economics, Pollution Control, Geoinformatics, e-commerce, etc. including Animal, Chemical & Bio-ethics etc.

This college offers the experiences to students to enrich the quality education. Keeping pace with current scenario, college lays strong emphasis for its students to gain academic and technical competencies. The commitment of teachers, staff, stakeholders, constitutional organizations, regulatory authorities and funding agencies look ahead to bringing upon success in creating scholarly community.

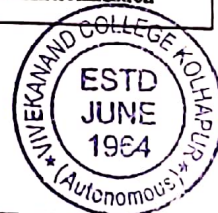
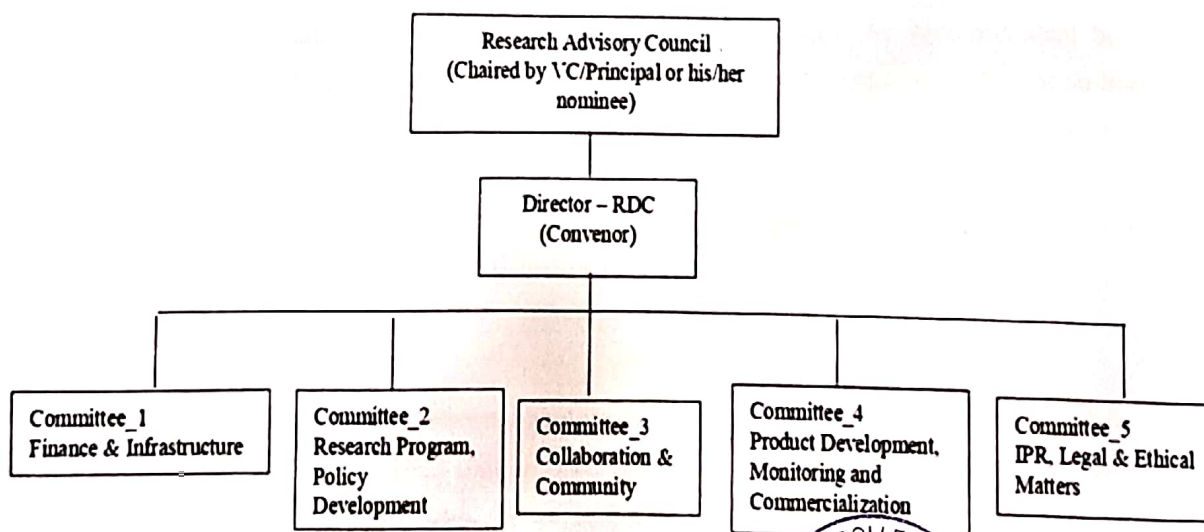


B. Research and Ethics Policy

1. Preamble:

To achieve high quality research culture, college makes the objectives for research initiatives, innovations and research productivity. The research of this college looks forward for exploring new ideas, invention in humanities, science and technology and ensure to undertake quality research within the legal framework. The guidelines and provisions of the research policy shall prepare such that it demonstrates a continuous commitment to maintenance of academic standards and quality of research.

College makes efforts to create awareness among all stakeholders regarding importance of quality research useful for society and has been working consistently to create awareness of research especially among the teachers and students. Major, minor, research projects have been one of the important programmes in all the schemes of college which were submitted to UGC and DBT, besides this guidance to PhD students, short society related research projects to both PG and UG students. Since the Ideal Research Practice is a process of understanding and undertaking research in planned manner. Hence it can be considered as a framework of planning, organizing and executing research practices for recording and reporting the results. It looks ahead to appropriate training, experience and supervision of researcher. Thus, code of practice will systematically achieve and execute the results of research. Therefore, as per the UGC new guidelines the college shall establish a Research Committee is as follow:



The Roles and responsibilities of the committee shall have to review the research proposal and finalize the topic of research, to guide the research scholar to develop the study design and methodology of research and identify the course(s) that he / she may have to do, to periodically review and assist the research scholar in the progress of the research work. Further the committee which looks into affairs and needs for research of the college and has been placed in a broader framework which provides guidelines for teacher's/ researcher's in the college, initiatives taken by the college and guidelines on authorship in scholarly or scientific publications of the college. The Committee offers help to students to take initiative to undertake research. The sensitization programmes are available for researchers through the program like Vivekanand Mahotsav शोध चैतन्याचा, Research Colloquium, *Avishkar*, expert talks, programs under MoUs, collaborations and linkages. Various schemes and available resources for undertaking research shall be notified for information of students. The Research Development Committee under the Research Advisory Council (RDC & RAC) encourage teachers and students to participate in various seminars/ conferences and present their research and organize industry-academia innovative practices. To enhance research culture among teachers and student's college provide financial assistance, incentives through seed money and letter of appreciation from the college.

The RAC & RDC shall identify the thrust areas of research in consultation with the respective college authorities. Further these areas of research to be documented systematically along with the details of facilities, availability of funding/ scholarship/ incentives/ fellowships and infrastructure available for undertaking research in these areas. As such this shall be a department wise / subject wise document or list placed under circulation for information and reference of teachers and students. This list shall offer ideas and title of proposed project or research work to be undertaken. This document shall also cover the information of industry-based projects, projects to be undertaken under MoUs and linkages, details regarding interdisciplinary projects, etc.

2. Aim of the policy

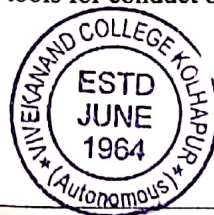
This policy shall be implemented along with all other relevant policies approved, revised and published by the college from time to time. Research in Vivekanand college is undertaken for pursuit of excellence and accuracy of end results. Therefore, research policy provides guidelines on good and ethical practices in the conduct of research to achieve highest standards.



The Research policy look ahead to creation of conducive research environment by creating focused research groups at par with international standards. This policy also focuses on utilizing the outcome of the research for benefit of society.

College aims at promotion of research culture in accordance with the academic standards, legal framework, good governance and ethical practices. This policy looks upon to support research work with high standards and provide a strategy on how to achieve research goals. Some other points are also focused as below.

1. To find out potential research areas for different departments and planning of research activities to develop scientific tempore among faculty members and students.
2. To provide a guideline for the publication in reputed journals
3. To provide necessary infrastructure to motivate and support research work in campus
4. To encourage researcher to apply research grants for projects and fellowships from external funding agencies.
5. Internal funding in the form of Seed Money and other incentives for the research will be provided and will make clear decision-making system for the allotment of seed money
6. Promote scholarship/ fellowship schemes for researchers.
7. To establish linkage between other research institutes college will provide required services.
8. To provide financial, infrastructural and human resources to develop and enhance institutional research.
9. Raise the quality of research and the college research profile.
10. Enhance external funding for research through different scheme available time to time.
11. Encourage research under MoUs and linkages
12. Support national, regional and industry-specific research and development policies.
13. To clarify roles and functions of various committees, Head/ Director/ Coordinator of Department/ Centre, Research Guide in order to facilitate researcher to understand Vivekanand college research system and smoothly undertake research
14. To affirm research on prime agenda.
15. To provide a framework of regulations and mandates for the governance of research and development.
16. To encourage and promote good research practices
17. To ensure and create research culture with regard to ethical considerations
18. 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



19. To provide required support for meeting all legislative, regulatory requirements for undertaking research.
20. To frame guidelines with reference to financial support available for research.
21. To integrate 'research facilities for facilitating academic community and to best utilize available resources for research.
22. To facilitate MoUs and linkages for encouraging research and to encourage research in interdisciplinary areas
23. To ensure the fair treatment to all researchers, faculty, students and staff.
24. To ensure effective communication (internally and externally) for conduct of research
25. To establish fair, rational, transparent decision-making processes and policies for allocation of research funds and other kinds of support for research.
26. To balance the needs of researchers in view of capacity development and encourage post-doctoral fellows, Young Scientists, Women Scientists, INSPIRE fellows, etc. to join this College.
27. To attract researchers from across the globe to join research in Vivekanand College Campus.



3. Code of Ethics

The college shall undertake the same Ethical values as our parent university/affiliated university i.e. Shivaji University, Kolhapur as below:

Academic and research work in view of constitutional Rights

It shall be a prime responsibility of the academic community of college to adhere to the following norms in view of constitutional rights while undertaking research work. It shall reflect both the letter and spirit of the constitutional provisions. The right to:

- Equality and non-discrimination
- Human dignity
- Life
- Freedom and security of the person
- Privacy
- Freedom of religion, belief and opinion
- Freedom of expression
- Access to information
- Just administrative action

The research policy expresses the ethical values of all those engaged in academic and/or research activities of the college.

- Uphold the values of freedom, democracy, equality, human dignity and respect for diversity and rights of all stakeholders.
- Strive for distinguished merit and excellence in teaching, reputable research and innovation through leading, challenging, creating and exploring knowledge.
- Put intellectual capital to work by offering access to a wide spectrum of vocational and academic programmes.
- Accomplish the above through individuality, collective effort and partnerships
- Promote human well-being.
- Promote ethical values and fulfill all academic/research activities according to such values.
- Uphold and promote individual, group and institutional integrity in the process of fulfilling our roles as Teachers, Researchers, Staff Members.



- Engender trust in undertaking research and the practice of science.
- Facilitate appropriate ethical decision making.

4. Guidelines to the researchers

Since the college affirms its policies to inculcate research culture through various schemes and scholarly efforts. The college strives hard to support research in every manner to provide facilities and protect the interests of college and students. Following are some guidelines to the researcher.

1. The research conducted at Vivekanand College, Kolhapur (Autonomous) should be conducted as per the guidelines of UGC.
2. Faculty can select any UGC notified reputed journal for the publication of their work in peer reviewed and UGC listed journals.
3. Authors must make affiliation of Vivekanand College, Kolhapur (Autonomous) when publishing any paper.
4. The researchers are free to choose the subject of their research, to seek support from any funding source for their research work
5. The researchers should report their findings and conclusions to the RAC & RDC.
6. Research techniques used by the researchers shall not violate established professional ethics, pertaining to the health, safety, privacy, and other personal rights of human beings or to the infliction of injury or pain on animals.
7. It is mandatory for a teacher/ researcher to mention name of college as author's affiliation.
8. For research papers published under various scheme of UGC/ DBT/DST, the author's need to mention name of funding agency in the Acknowledgment section.
9. They must avoid publication in predatory/ dubious journals or participant.
10. Any publications in predatory / dubious journals or presentations in predatory / dubious conferences should not be considered for academic for selection, confirmation, promotion, performance.
11. Any attempt of compromised academic integrity should be challenged, questioned and derecognized at all levels.
 - a. Demonstrate integrity and professionalism, fairness and equity, and intellectual honesty.



- b. Effectively and transparently manage conflicts of interest or potential conflicts of interest.
- c. Ensure the safety and well-being of those associated with the research.

5. Policy for Seed Money Scheme:

Seed Money policy is designed with the following objectives”

1. To provide financial support to research projects with significant practical applications and academic value.
2. To identify projects conducive to innovation for college research culture development
3. To adopt the creation of intellectual property rights (IPR) beneficial to faculty, students, and the parent organization.
4. To facilitate the dissemination of research findings, enhancing the likelihood of securing funding from national agencies.
5. To cultivate professionalism and research acumen among faculty and students engaged in research activities.

Process:

1. Following through review of received research proposals and scrutiny by outside subject experts (College RD Cell) will determine amount for disbursement no. of proposals to be sanctioned for research funding.
2. To enhance research culture Eligibility for funding will extends all full-time permeant and CHB faculty members, without condition of their doctoral status, within the senior college.
3. Proposals should emphasize teachers and student involvement
4. Priority consideration will be given to interdisciplinary proposals connecting multiple faculty members.
5. Proposals should address local issues, demonstrate practical relevance, and support academic growth of the institution.
6. Merit factors include the application value of the project, future research prospects, potential for innovation, and paths for publication or patenting.
7. Funds may be allocated for contingencies, research materials, literature, and limited travel expenses related to fieldwork or data collection.
8. The seed money scheme will allocate a minimum of Rs. 25,000.00 per project, with the flexibility to extend up to Rs. 1,50,000.00, based on the project's requirements and significance. Exceptional cases, such as global research initiatives, may warrant exceeding the stipulated amount.
9. Upon completion of the project, it is compulsory to publish the findings in an accredited (UGC CARE / SCOPUS / Web of Science etc.) journal, accompanied by acknowledgment of support from the college, including its affiliation
10. Funds cannot be utilized for membership/subscription fees
11. Project duration shall not exceed 2 years, extensions permitted to applied research only.
12. Compliance with Research guidelines are mandatory for the utilization of seed money grants.



13. Failure to complete the project will result in the repayment of the sanctioned amount plus 10% annual interest.
14. Faculty members are eligible for seed money support once every two to three years.
15. Submission of payment bills within the stipulated timeframe is mandatory, with approval from the project investigator, RAC coordinator, C.A. & the higher authority Principal of the college.
16. The principal of the college retains the prerogative to modify procedures as required.

Responsibilities:

The Research Committee will engage with overseeing the implementation and monitoring of the entire seed money research funding process.

This policy framework seeks to replicate the structure and objectives specified in the provided policy while also meeting the particular context and requirements of senior college research efforts.

6. Promotion of Research:

In order for promotion of research in college, the college believes that researchers are free to choose the subject of their research, to seek support from any funding source for their research work. Some of the points are given below for the promotion of research condition which can be revise time to time when necessary.

1. Establish Chairs and fellowships that can help nurture research at the institute.
2. Establish policies on innovation, patent, academic integrity and commercialization of technology through consultancy.
3. Comply with all legislative framework associated with conduct of research in ethical manner by following required processes and guidelines provided by the College and other agencies from time to time
4. Creation of college Research Fund that supports students registered for the PhD program with fellowship and young faculty with start-up grant.
5. The college shall allocate funds in its budget for promotion of research activities and research facilities.
6. The Ph.D. and Masters programme regulations to include publication of two research articles in peer reviewed journals before submission of Ph.D. thesis and open viva-voce (if funded).
7. The college to establish collaborations with national institutions like DRDO, CSIR, University Laboratories, and international organizations and other research organizations to promote research.



8. Organize seminars, workshops, and training programs for young faculty for submission of research projects, and publications in peer reviewed journals to increase the citations.
9. Strengthen infrastructure which evolve as centers of excellence.
10. The college shall recognize, encourage and reward research and innovation. The excellence in research shall be acknowledged by incentives and award schemes. Incentives for the publications in SCOPUS, Web of Science and other reputed journal.



7. X-Plagiarism Software:

1. College has purchased Plagiarism software to conduct code of ethics i.e. X-Plagiarism.
2. Each and every document has been checked via Plagiarism (**X-Plagiarism**) software and after generated/ analyzed check documents proceeds for final submission.
3. College is committed to health, safety and environmental protection in all its various programs and activities. This commitment is congruent with - and important for achieving - overall mission of advancing, disseminating, and preserving knowledge, and striving to educate leaders in the service of society. All members of the college community (including students, faculty and staff) share responsibility for safety, and shall comply with established governmental environmental health and safety policies norms and procedures.
4. Wherever animal experimentation is involved or maintaining laboratory animals is needed, permission of Committee for the purpose of Control and Supervision on Experiments on Animals (CPCSEA) to be followed.
5. Anti-Plagiarism: Since the University Grants Commission, New Delhi has published promotion of academic integrity and prevention of plagiarism in higher educational institutions regulations 2018. In view of the same college has framed the regulations for prevention of plagiarism. The research work shall be verified through the X plagiarism software tool available in the college. It is the responsibility of all research students, research guides and the faculty and staff of the college to read and understand the regulations on plagiarism.



8. The institution is taking following actions to develop research culture:

1. The IQAC identifies the potential research areas for different departments and plans the research activities to develop scientific temper among the faculty and the students.
2. The college provides seed money to the faculty for promotion of research culture among teachers.
3. Faculty members are encouraged to apply for research grants for projects and fellowships offered by UGC and other agencies. **This year 18 applications for MRP were sanctioned.**
4. Faculty members are encouraged for publication of research articles in UGC notified journals and college provides incentives of Rs. 5000/- for Patent and Rs. 3000/- to Rs. 1000/- for Research papers published in UGC CARE, SCOPUS or WEB OF SCIENCE.
5. IQAC through RAC gives directives to the departments to submit proposals for financial support to various agencies i.e. ICSSR, DST -SERB, UGC, National Commission for Women, Shivaji University and so on...
6. IQAC through RAC gives directives to the departments to submit proposals for **financial support to organize seminar/conferences** to the same agencies.
7. The college Provides **incentives** in the form of TA and DA for National/International/state Level Conference, Seminar or Workshops.
8. The college creates conducive environment for research. Along with infrastructure and support, it also provides opportunities to researchers for maintaining and development of quality research, support for writing research proposals and reports, publications, patent filing, etc.
9. The college have been developed Common Facility Centre for all teachers and students.
10. Students were guided and encouraged to participate in Vivekanand Mahotsav, शोध चैतन्याचा (**Innovative Research Ideas Competition & Business Start-up Competition**) **Avishkar and Inspire Scholarship programme** and undertake research projects.
11. The departmental seminars, study tours, industrial visits, wallpaper and poster presentation, project works etc. are undertaken to provide active environment to student.
12. The IQAC has launched the online **E-Vivek Research journal** and faculty members are directed to publish papers in this journal.



13. The college provides **laboratory facility, research journals, e-books, and internet facility** to faculty as well as students.
14. **Vivek Vahini** organizes activities and lectures in order to develop scientific attitude among the students.
15. **Duty leave is allotted** to the faculty with strong research aptitude and performance.
16. Some research work may require licenses, permissions or agreements before the research work is commenced. This may include, for example, import licenses for materials Licenses/permissions to use certain materials, material transfer, agreements, permissions from individuals/communities or private/government agencies, export control licenses etc. and hence college helps for these matters.
17. The college shall establish research collaborations and partnerships with national and international universities, research institutions and industries. Establishing **incubation center** for undertaking research related to agriculture and industry shall be placed on priority agenda. Such initiatives and collaborations look ahead to students' capacity building and enriching their competencies.
18. All research projects/proposals/Thesis/Dissertation shall be conceived, designed and implemented according to the norms. A researcher and his/her research guide shall follow the procedures underlying these rules as per guidelines given by UGC, further these guidelines revised time to time accordingly instructions from UGC.
19. **Research Misconduct:** Misconduct in research can be defined as any breach of the University's Code of Practice for Research or other practices that seriously deviate from those that are commonly accepted within the academic and research communities for proposing, conducting or reporting research. Research misconduct may be defined as fabrication, falsification or plagiarism in proposing, performing or reviewing research, or in reporting research results.
20. The college shall have a responsibility to deal with incidents of research misconduct as per the prescribed norms. (UGC/University) It shall be a prime responsibility of the college to initially verify the case of research misconduct through at fact finding committee. Fact finding is a formal procedure to determine whether or not misconduct has taken place. A fact-finding committee shall gather information and submit a report in writing about initiating further inquiry procedure or otherwise.



9. Research Advisory Council & Research Development Cell / Committee

Jr. College Recog. No. H.S.C./1074/R-1/DT : 8-8-1976
Jr. College Code No. 23-09-002
Jr. College U.Dise No. 27341301006

“ज्ञान, विज्ञान आणि सुसंस्कार यासाठी शिक्षण प्रसार”
शिक्षणयंत्रणेची डॉ. बापूजी साहूंचे

Estd. : June 1964



Shri Swami Vivekanand Shikshan Sanstha's **VIVEKANAND COLLEGE, KOLHAPUR (AUTONOMOUS)**

2130, 'E' Tarabai Park, Kolhapur, Tal. Karveer, Dist. Kolhapur-416003
Affiliated to Shivaji University, Kolhapur (M.S.)

NAAC Reaccredited : "A" (CGPA 3.24)
College with Potential for Excellence by U.G.C., New Delhi
"Star College" by D.B.T. Govt. of India
ISO 9001 : 2015



(स्वायत्त) कॉलेज

Ph. : 0231-2658612, 2658840 Fax : 0231-2658840 Resl. : 0231-2653962 Website : www.vivekanandcollege.org E-mail : info@vivekanandcollege.org

Founder

Dr. Bapuji Salunkhe
D. Lit.

President

Hon. Chandrakant Dada Patil
M.A.

Chairman

Prin. Abhaykumar Salunkhe
M.A.

Secretary

Prin. Mrs. Shubhangi Gavade
M.Sc., B.Ed.

Principal

Dr. R. R. Kumbhar
M.Sc. M.Phil. Ph.D.

Ref. No. VCK/ 1953/22-23

Date : 15.12.2022

RESEARCH ADVISORY COUNCIL

| Sr. No. | Name | Designation | Organization |
|---------|-----------------------------|-------------|--|
| 1. | Dr. R. R. Kumbhar | Chairman | Principal, Vivekanand College, Kolhapur (Autonomous) |
| 2. | Dr. G. K. Sontakke | Member | Vivekanand College, Kolhapur (Autonomous) |
| 3. | Prof (Dr). A. S. Kumbhar | Member | Vivekanand College, Kolhapur (Autonomous) |
| 4. | Dr. Sumit Kamble | Member | Scientist. CSIR, Bhavnagar |
| 5. | Dr. Rahul Kamble | Member | Savitribai Phule University, Pune |
| 6. | Prof (Dr). Madhuri Walvekar | Member | Shivaji University, Kolhapur |
| 7. | Prof (Dr). Tripti Karekatti | Member | Shivaji University, Kolhapur |
| 8. | Dr. Lalita Joshi | Member | I.G.G.P.G. College of Commerce Haldwani, Nainital |
| 9. | Dr. Anil Chougule | Member | Sydenham College of Commerce & Economics, Mumbai |



R.R.K.
Dr. R. R. Kumbhar
PRINCIPAL
Vivekanand College
Kolhapur

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Jr. College Code No. 23-09-002
Jr. College U. Disc No. 27341301006

''ज्ञान, विज्ञान आणि सुसंस्कार यांसाठी शिक्षण प्रसार''
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ISO 9001 : 2015



(म्यावन) कोन्हापुर

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Founder
Dr. Bapuji Salunkhe
D. Lit.

President
Hon. Chandrakant Dada Patil
MLA

Chairman
Prin. Abhaykumar Salunkhe
M.A.

Secretary
Prin. Mrs. Shubhangi Gavade
M.Sc., B.Ed.

Principal
Dr. R. R. Kumbhar
M.Sc. M.Phil. Ph.D.

Ref. No. VCK/1953/22-23

Date : 15.12.2023

RESEARCH DEVELOPMENT CELL

| Sr. No. | | Name | Designation | Committee |
|---------|-----|-------------------------|-------------------------------|---|
| 1. | i. | Dr. R. R. Kumbhar | Principal | Chairman and Coordinator |
| 2. | i. | Dr. Gajanan Sontakke | Member | Director |
| 3. | i. | Prof (Dr). A.S. Kumbhar | Member | Finance and Infrastructure |
| | ii. | Mr. R. B. Jog | Registrar and Financial offer | |
| 4. | i. | Dr. Shubhangi Kale | Member | Research Programmes |
| | ii. | Dr. K.A. Undale | | |
| 5. | i. | Dr. Sanjay Latthe | Member | Collaboration and Consultancy |
| | ii. | Dr. S. G. Kulkarni | | |
| 6. | i. | Dr. Sanjay Ankushrao | Member | Product Development, Monitoring and Commercialization |
| | ii. | Ms. Varsha Pawar | | |
| 7. | i. | Dr. Inamdar Sumayya | Member | IPR, Legal and Ethical Matters |
| | ii. | Dr. Vishal Waghmare | | |



Prin
Dr. R. R. Kumbhar
PRINCIPAL
Vivekanand College
Kolhapur