

NOTE SHEET

(For approval of University Research Policy)

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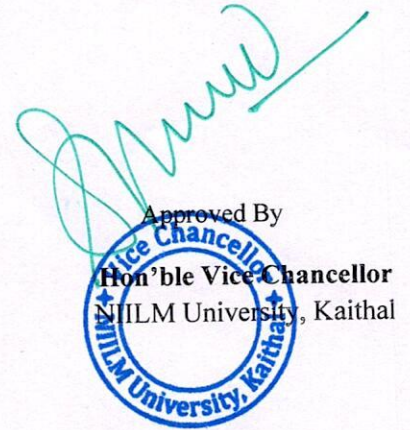
To prescribe standards of responsibility and ethical conduct expected of all persons engaged in research at the University, and also to ensure that researchers are aware of and informed about the changes in the national and international regulatory framework relevant to research from time to time, under the most recent regulatory body requirements or as and when required, the University has framed University Research Policy for the Academic Session 2024-25.

This note sheet seeks your kind approval.



Signed by URC (University Research Committee) Members

1. Dean-academics (Member Secretary)
2. Controller of Examinations (CoE) Member
3. Dr Rekha Gupta, School of Commerce & Management
4. Dr Surender Kumar Kalyan, School of Law
5. Dr Ekta Chahal, School of Social Sciences & Humanities
6. Dr Ekta, School of Interdisciplinary and School of Agriculture & Allied
7. Dr Rajiv Pal, Dean, School of Sciences
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9. Prof. (Dr) Roshan Lal, Professor of Psychology, Department of Psychology, Delhi University, New Delhi





Estd. in 2011



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University

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Research Policy 2024



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Research Policy

1. Preamble

Rapid transmission of knowledge in science is a central and complementary function of a higher education institution which impacts national development. In science and technology, research and innovation are the cornerstones helping in the continuous creation of knowledge contributing to social well-being, health, culture, economic development, and the advancement of society. Hence the promotion of research and innovation is one of the key missions of NIILM University.

2. Scope

This research policy applies to all research conducted by a researcher including undergraduate, and postgraduate students, internship students, doctoral students, faculties, fellowship students, students/faculty from other institutions conducting research as a part of exchange programs or fellowships, etc., at NIILM University. This policy aims to establish the framework for the research activities. The University shall ensure that all faculties receive support to do research through various schemes and they shall have the right to disseminate the research outcomes through publications and patents. Faculty must adhere to the spirit, ethics, and policy letter.

3. Purpose

The purpose of the research policy is to prescribe standards of responsibility and ethical conduct expected of all persons engaged in research in the University. Further, to ensure that researchers are aware of and informed about the changes in the national and international regulatory framework relevant to research from time to time.

4. Objectives

- To maintain and adhere to the highest standards of honesty, research ethics, and integrity
- To familiarize all researchers with and abide by the research policies and guidelines
- To evaluate the research/academic credentials



To ensure that the policy, governance, and administrative support create an excellent

research environment

- To use scientific rigor and integrity in obtaining, recording, analyzing data, reporting, and publishing the results.
- To promote the research and development activities within University Department and it's collaborating institutions.

5. Research Policy Guidelines

5.1 Ethics in Research

The primary responsibility of all stakeholders is to maintain the highest standards of honesty, integrity, and ethical standards in research. All the research work shall be subjected to approval from the University Research Committee or R&D Cell or Expert Committee or Equivalent Board/ Committee constituted by the University from time to time, or Ethical Committees to ensure ethical standards on all aspects of research including welfare and safety of the subjects. The principal investigator shall ensure that no research can be initiated without the appropriate approval of the concerned ethical committee. The university shall not allow the initiation of any project without the approval of IEC/AEC. Even if the faculty leaves the Institute after completing most of the research, the research work must be credited to NIILM University.

5.2 Faculty Support and Promotions

All the faculty members of NIILM University shall have to undertake quality research demonstrated with quality publications, presentations, and participation in conferences. They shall also engage in translational research to address socially relevant challenges. The promotion of faculty shall significantly depend on the quality of research, especially publications, presentations, patents, and research grants. Based on the budgetary provisions available from time to time the following support shall be provided;

1. The University shall provide seed grants to conduct high-quality research and to build enthusiastic teams with interdisciplinary research goals.
2. Faculty members shall be provided with manpower assistance in the form of JRF or SRF, doctoral and postdoctoral researchers.
3. Travel grants and financial support shall be provided to attend national/international conferences to disseminate research results to a wide audience globally for the regular faculty of the institution.



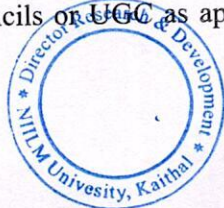
4. The University shall provide a fixed grant annually to R&D Cell for imparting research training to gain knowledge through research and build a research culture among undergraduate and postgraduate students, doctoral students, and faculty members.
5. Research incentives shall be given to appreciate and encourage high-quality research outputs annually.
6. Promote and facilitate research collaborations with Institutes of State/National and International repute.
7. The R&D Cell through CPD (Centre for Professional Development) will organize Seminar, Conferences, Faculty Development Programs, and Workshops for the University Faculty and Scholars.
8. The R&D Cell through the Student Welfare Department and Training & Placement Cell will organize training and programs for the University students.
9. The University shall promote the publication of quality research releasing sufficient funds for publication and launching University Journals and Books.

5.3 Student Support

The University shall provide financial support to undergraduate and postgraduate students for such research projects that are additional to the mandatory research work. Such support will be provided through the faculty of the University as Principal Investigator or whatever is decided by the URC from time to time. The number of fellowships to the research scholars enrolled for the Ph.D. program shall be based on the availability of the funds. The students/research scholars receiving the financial support shall acknowledge the same in the publications arising from the research. Additional financial support will be considered for exceptional candidates who wish to undertake research in cutting-edge areas, student research mentorship programs, and other student research projects. The university shall provide support to the students in startups, and training through an incubation center and entrepreneurship cell.

5.4 Training and Supervision

The University emphasizes appropriate mentoring, training, and supervision of undergraduate, postgraduate, and doctoral students in research that demonstrates excellence, integrity, respect, and recognition. A supervisor/mentor/guide for students shall be notified as per the eligibility requirement outlined in the University Ordinance or respective statutory councils or UGC as applicable. Such faculty engaged in mentoring the



research activities shall take reasonable measures to;

- i. Ensure that the students have been advised of their obligations in respect of academic integrity and the ethical conduct of research;
- ii. Ensure that the students have received a copy of the regulatory framework relevant to their particular research;
- iii. Provide the students with a copy of any research-related documents that the students have been asked to sign;
- iv. Disclose to the students any special conditions concerning such matters as constraints on publication, limitations on the future use of data, and ownership of intellectual property that may influence a student's decision to participate in the research
- v. Ensure that research data generated is free of any forms of malpractices (fabrication, plagiarism, etc.,) and publication ethics is ensured.
- vi. Not enter into an arrangement with a person to write or contribute to a publication/thesis without the researcher's contribution being publicly acknowledged. Such an arrangement is only acceptable if the researcher if so requested, is prepared to be publicly associated with the publication/report/thesis.
- vii. The Ph.D. supervisor shall ensure that the regulations/guidelines provided by UGC on the Ph.D. program or conditions stipulated in the University Ph.D. Ordinance are adhered to.
- viii. Acknowledge his or her affiliation with the university in all publications resulting from research undertaken with a member of the University or collaborators in other universities/institutions.
- ix. Not enter into any arrangement with any person/organization to conduct any research under the auspices of the University, or on the University's premises or using students, academic, administrative or support staff, or University resources or facilities on the understanding that the conduct of the research is to be kept secret.
- x. Shall comply with the regulatory framework governing the conduct of research activities that pose a recognizable inherent risk of accidental injury to persons or property activities; obtain all necessary approvals before accepting delivery of hazardous materials, or embarking on the activities in question; and notify those who may be placed at risk before the commencement of the activities.

The policy encompasses and encourages the faculty members to engage visiting scholars



and interns from other organizations by providing an opportunity to pursue their research and professional interests in departments or centers of the campus. The number of research internships shall be decided by the department/center based on the availability of resources and infrastructure. The above guidelines shall apply to the supervisors of internship students.

5.5 Doctoral Research

The institute offers Ph.D. in all the departments for eligible candidates as per criteria defined under the Ph.D. regulations of UGC and its amendments. The research supervisor shall ensure that;

- i. The quality of the thesis and publications is maintained to high standards.
- ii. All types of research output from the doctoral studies should be published with NIILM University affiliation.
- iii. The patents arising from the study shall be applied through NIILM University.
- iv. All conditions stipulated in the University Ph.D. the ordinance must be satisfied.

5.6 Collaborative Research

The Director R&D Cell or Principal Coordinator (PC) or any other person authorized by the university, shall take all responsibilities in the case of collaborative or team research involving multiple departments or institutions. The researchers from the participating institutions shall be aware of the research policy and comply with the regulatory guidelines. The financial and resource sharing shall be decided on before the commencement of the project. An agreement between all the collaborating partners shall be made defining the roles of each part and IP sharing among the collaborators. By entering into research-initiated or professional development MoU/ MoA with other universities/ institutes/ industry/ organizations the University will ensure 'bi-directional knowledge and information' flow.

The university shall promote global partnerships for research and professional development programs.

6. Research Funds

The University provides all the support to mobilize resources for research through extramural grants from the government and non-governmental organizations. The Principal Investigator shall ensure that all research funds administered by her/him are used with honesty, & integrity, and accountability is maintained. The source of funding



shall be acknowledged, in all publications generated by the funding support including seed grants from the institute.

The university shall allocate funds to the R&D Cell which further will be utilized for the research projects or the external research grants will be received in the R&D Cell account and the R&D Cell will be responsible for the utilization of the fund for the granted purpose only.

6.1 Fund Management

The R&D Cell shall take all the required financial and administrative responsibilities for the management of research grants/funds and allow the Principal Investigator (PI) to utilize the amount for which it has been sanctioned.

The extramural grants will be maintained generally in the R&D Cell bank account. However, if the sanctioning agency requires a separate account will be opened for the maintenance of the funds.

The finance office shall maintain the audited annual statement of the accounts and utilization certificates with the R&D Cell.

Copies of the sanction orders, terms of reference, and other documents shall be submitted by the PI to the Head of the University through the R&D Cell and any agreement that has to be entered with the funding agency, the University shall do so with a tripartite agreement between the PI and University and agency. A completion report of the grants with outputs and milestones achieved shall be submitted to the University.

6.2 Conflict of Interest

All researchers comply to disclose to all relevant persons any conflict of interest that might influence such persons' decisions (including other institutions, agencies, conference organizers, conference/workshop participants, and journals and publishers).

6.3 Research Misconduct

To ensure the continued integrity of research, any research misconduct that is inconsistent with honesty or the University regulation, the Institutional Academic Integrity Panel (IAIP) shall be constituted, and such matters shall be investigated following the University regulations and disciplinary procedures as per the policy for Prevention of malpractices in research. The Vice-Chancellor shall be the appellate authority.

7. Quality of Publications



The University intends to maintain the high quality of research outputs by promoting research publications in the university journals and publishing the research work as books.

8. Plagiarism Policy

The university has adopted a policy for the prevention of plagiarism in line with UGC (Promotion of Academic Integrity and Prevention of Plagiarism in HEI) regulations 2017.

9. Intellectual Property Rights Policy (IPR)

As per the IPR policy of the University.

10. Policy Term

The University research policy shall be reviewed annually based on suggestions from the stakeholders.

