

RESEARCH POLICY OF ALAGAPPA UNIVERSITY

Introduction

Alagappa University (hereafter referred as University) with the motto of Excellence in Action strives to promote world class research aimed at addressing issues of national priority and societal concern. The University is committed to advancing knowledge, fostering innovation, and contributing to societal development through cutting – edge research.

The University perceives that extension of knowledge alone is not the aim of research and the fruits of research should be reaped by all stakeholders; in other words, inclusive research marked by disruptive thinking needs to be the focal point of all research endeavours in the University. In this backdrop, this research policy outlines the framework and guidelines meant for promoting a ambience for promoting society-oriented research coupled with contemporary dimensions.

Scope and applicability

This policy applies to all faculty members, research scholars and students engaged in research activities across all disciplines of the University Departments and Research Centres of Affiliated Colleges. It encompasses all academic disciplines and research endeavors initiated by the University.

Objectives

1. To promote a culture of research excellence across all disciplines.
2. To ensure ethical conduct in research and uphold academic integrity.
3. To facilitate the multidisciplinary, interdisciplinary and transdisciplinary research efforts and partnerships.
4. To create a conducive ambience for research with the state-of-the-art infrastructure and other facilities.
5. To encourage faculty members for mobilization of grants from external sources of research funding.
6. To recognize and reward research achievements.
7. To provide training and capacity building programmes for researchers.

Custodian of the Policy

The Office of the Dean- Research, in consultation with the University Syndicate, shall be responsible for the execution and periodic revision of the Research Policy. Additionally, a Research Advisory Committee, presided by the Hon'ble Vice Chancellor, will serve as an advisory body in this regard. The Research Policy is subject to regular updates, with input from the Internal Quality Assurance Cell (IQAC).

Policy and Guidelines

Definitions

Research Scholar: Individuals registered as research scholars across diverse disciplines within University Departments and Affiliated Colleges.

Research Supervisor: Faculty members approved as research supervisors according to established criteria.

Research Centres: University Departments and all research Centres approved by the University.

Research Advisory Committee: A group of members convened to provide guidance and strategic input on research-related matters.

Requirements to Undertake Research

Faculty members and research scholars at the University, along with research departments and affiliated research centers, are encouraged to engage in research endeavors aimed at producing patents, innovative products, high-quality publications, and presentations at nationally and internationally recognized conferences. The goal is to foster the generation of intellectual property, innovative technologies, socially beneficial art forms, and expressions, as well as other research activities contributing to knowledge creation. It's important to note that this policy does not hinder department or center heads from assigning teaching and other responsibilities based on the research achievements of academic staff.

Obligations of researchers

Research guides should be mindful of their responsibilities to scholars who are part of the research team, and vice versa. Each scholar is accountable for understanding the research problem, implementing appropriate health and safety procedures specific to the research area, and overseeing the management of these procedures in their laboratory or designated workplace. Additionally, faculty members and researchers must be familiar with and adhere to the University's approved research protocols, as well as financial and ethical guidelines.

The research contributions of faculty, research students, and post-graduates will be evaluated as one of the criteria for faculty recruitment and promotion, alongside other academic qualifications. The quality of research output, particularly research publications, will be assessed using established benchmarks such as Impact Factor and other relevant quality criteria, which will be periodically revised as needed.

Integrity and Ethical Obligations

Engaging in research necessitates a commitment to ethical principles and integrity, with the specific nuances tailored to the nature of the research being conducted. All individuals involved in research at the University are anticipated to uphold the utmost

standards of integrity, honesty, and professionalism, not only in their own research activities but also in their responses to the actions of others. This commitment spans the entire research spectrum, encompassing the design of studies and experiments, the generation, recording, archiving, analysis, and interpretation of data, as well as activities such as sharing data and materials, applying for funding, presenting and publishing results, training new researchers, staff, and students, and participating in peer reviews of other researchers' work. Recognition of both the direct and indirect contributions of colleagues, collaborators, and others is integral.

Researchers are urged to openly declare and effectively manage any real or potential conflicts of interest, whether financial or professional. Academic staff and students are obligated to conduct their research in alignment with the University's legal obligations, ethical standards, and contractual commitments.

Ethics committees play a fundamental role in overseeing various domains, including animal research, human research, research misconduct, and plagiarism. These committees are entrusted with the task of conducting a thorough and unbiased review of all ethical aspects pertaining to research, ensuring that research works are evaluated impartially and without any influence that might compromise objectivity. Researchers bear the responsibility of identifying and managing ethical considerations throughout the entire lifecycle of their investigations, securing all necessary permissions and approvals before commencing their research.

The University is committed to addressing any allegations of research misconduct seriously. To tackle such issues, the University will establish both the Departmental Academic Integrity Panel (DAIP) and the Institutional Academic Integrity Panel (IAIP), aligning with the guidelines suggested by the UGC. These panels will effectively handle matters related to research misconduct.

Research Ethics

Research facilities, experiments, observational tools, and utilization of resource must be adhered to ethical standards set by regulatory bodies, professional organizations, and the established research norms. When specific ethical compliance requires consent, approval should be sought from the relevant agencies. The research processes and outcomes should align with the interests of the University and the overall societal well-being. In cases where University interests or broader social implications may conflict with the common good, prior approval from The Registrar, Alagappa University is mandatory.

Intellectual property resulting from University research should duly acknowledge the University as a participant in the process. Collaborative research endeavors with external agencies must ensure there is no conflict of interest with the University and its partners. All UGC regulations, as well as those framed by the University, are applicable to all research activities. The University reserves the right to amend and review its policy once in two years or as necessary.

Institutional Ethics Committee (IEC)

The University followed the UGC Policy for improvement of research (1984) to formulate its research policies. The University also follows the norms of Good Laboratory Practices (GLP) and Safety (Bio and Chemical) measures recognized as QIP center and by the National Accreditation Board of Laboratories (NABL) revealed under UGC guidelines for establishment of Research and Development in HEIs (2022). Based on the standards and necessity, the policy of Alagappa University is subject to revise at least once in two years.

Research Grant Policy (RGP)

The panel established by the Executive Committee for Research will assess an application on the basis of the quality of the proposal, its description and justification, the justification of budget in relation to the proposal and the applicant's past research record. The panel may consult with the Head, Concerned Dean and Dean, Research on eligibility and other matters.

Inventions Policy(IP)

Accordingly, this Policy distinguishes University Research Products from other categories of intellectual products in order to define and clarify the treatment of inventions and discoveries, including University Research Products, which arise from the activities of University Persons or the University and to facilitate the public use and Mobilization of University Research Products while simultaneously enabling the mobilization of other discoveries.

Hazardous Chemical Policy(HCP)

Chemical hazard safety policy is a set of rules, guidelines, and procedures put in place to protect individuals from harm caused by chemicals. Chemical hazards can occur in a variety of settings, such as workplaces, laboratories, and homes. The purpose of chemical hazard safety policy is to minimize the risk of chemical exposure and ensure that proper measures are taken to prevent accidents and injuries. The policy outlines the responsibilities of employers, employees, and other individuals who may come into contact with hazardous chemicals. It includes procedures for handling, storing, and disposing of chemicals, as well as guidelines for emergency response in the event A hazardous chemical safety policy is as set of guidelines, procedures, and regulations aimed at managing and mitigating the risks associated with hazardous chemicals in the workplace, community, and environment. The policy outlines the responsibilities of faculties, research-scholars, students and others in ensuring the safe handling, storage, transportation, and disposal of hazardous chemicals. of a chemical spill or other incident. The policy also provides information on personal protective equipment and training requirements. Chemical hazard safety policies are typically developed based on regulations and standards set by organizations such as OSHA (Occupational Safety and Health Administration) and EPA (Environmental Protection Agency). These policies are critical to ensuring the health and safety of individuals working with or around hazardous chemicals. It is important to regularly review and update these policies to ensure that they are current and effective in protecting against chemical hazards. As per the guidelines of UGC, awareness and adherence to the guidelines for the disposal of radioactive and other hazardous materials/chemicals is mandatory for all. Though the institution does not use any type of radioactive materials, it follows all the UGC directives regarding handling of hazardous chemicals and

do's and do not's during an emergency in a chemical lab.

Institutional Animal Ethics Committee (IAEC)

The University follows the CPCSEA guidelines issued by the Ministry of Fisheries, Animal Husbandry and Dairying Department, Government of India

This policy ensures that the researchers and scientists follow and adopt research protocols as per the CPCSEA guidelines with experiments involving Animals.

Institutional Biosafety Committee (IBSC)

The University adopts the rules, acts and guidelines put forth by the Department of Biotechnology, Ministry of Science and Technology to ensure biosafety, including use/import/export of hazardous microorganisms / genetically engineered organisms. As directed the University reconstitutes the IBSC on a timely basis. The committee ensures biosafety in all research activities at the University.

Entrepreneurship and Career Hub (ECH)

To nurture and support innovation and entrepreneurship ventures at the University, the ECH organizes programmes under Entrepreneurship Awareness Programme, Career Counselling Programme, Skill Development and IPR. ECH helps students in innovating and presenting new ideas and products as a Start-up. It offers office and lab space as well as assists in registration of the company under the Companies Act, 2013 and obtaining patents.

Human Research Policy (HRP)

This policy requires that all Human Participants in research be treated fairly and equitably so that individuals or groups are not inappropriately included in or excluded from participation in research on the basis of attributes such as culture, language, religion, race, disability, sexual orientation, ethnicity, linguistic proficiency, gender, age, developmental stage, reproductive capacity, capacity to consent, or presumed vulnerability. Instead, the question of participation should be based on inclusion and exclusion criteria that are required in order to carry out the research project. Also, it reiterates that researchers consider ways to ensure the equitable distribution of any benefits of participation in research (e.g. amelioration of a health condition for an individual as a result of experimental therapy; the establishment of health care or beneficial services in a community which has been involved in research).

Digital Ethics Policy

Digital ethics are inter-personal, social, organizational, national norms that govern how students and scholars should conduct and behave in the digital world. It is a paradigm in which digital transformation is immune to the moral biases of those running the transformation. It also means that we do not allow machines to discriminate and upturn the ethical values in our society. Digital ethics works both ways from humans to machines and from machines to humans. As is clear from the leading educational institution example, it is very important to put controls to prevent ethical biases, which can contaminate data used to train digital models. These best practices may include keeping in mind the source of the data, prevailing socio-economic conditions at that time, fields of

data that might introduce ethical biases, and creating a competent authority to review these digital programmes. If there are ethical biases in the digital model, there is a fear of risks emerging from reputational loss and operational risks. Alagappa University evolved a framework for digital ethics to ensure that current ethical practices and policies governing the organisation are applied to the framework, to ensure a holistic view of ethics governing their digital initiatives.

Proactive measures for promoting research

The University is committed to encourage research through the following measures:

- Supportive administrative machinery for smoothening the research process in doctoral research, funded projects etc.,
- Office of Dean, Research is the nodal point for all doctoral and post-doctoral research work, which is vested with the responsibility of formulating and implementing the concerned guidelines.
- Research Advisory committee of the University acts as the advisory body for fine tuning the doctoral research framework.
- Departmental Research Committees are responsible to scrutinize the research ability of the issue chosen for research, analyse the progress and evaluate the pre-thesis presentation of scholars.
- Office of the Special Officer (Projects) is entrusted with the task of coordinating all activities relating to external research grants sought by Faculty members from various funding agencies. It acts as the single contact point for researchers right from expeditious processing of proposal till the submission of Utilisation Certificates.
- IPR Cell formulates the policies related to intellectual property rights and initiates the process of grant of patents.
- The University encourages national and international collaborations with other institutions, industry partners and research organizations. Guidelines for establishing and managing research partnerships are provided by the office of Special Officer (Planning and Development).

Punitive measures to curb unethical conduct

- All research activities must adhere to the highest ethical standards. Researchers must obtain ethical clearance for projects involving human subjects or animals.
- The University is committed to promoting academic integrity and address any instance of research misconduct seriously
- Any form of research misconduct including plagiarism, falsification and fabrication will result in disciplinary actions including but not limited to;
 - Reprimand
 - Suspension of research privileges
 - Termination of research fundings
 - Termination of employment or student status

Internal funding for research

University provides seed money to young faculty members through a corpus created by the University under Alagappa University Research Fund (AURF). AURF also provides fellowships to Ph.D. scholars not availing external fellowships based on predetermined eligibility norms.

Research Output and Publications

- Researchers are expected to contribute scholarly output including publications, patents, and other research achievements
- Researchers are encouraged to publish in open access journals and repositories to maximize the impact of their work. The University also supports researchers for effectively communicating their research findings to diverse audiences in the form of lectures, Seminars, Conferences etc.,
- The University recognizes and rewards outstanding research achievements through cash awards, certificate of appreciation, recognition through News Letters etc.,

Research Training and capacity building

Research skills of the faculty members and students are honed through exclusive research capacity building programmes funded from internal and external sources on research methodology, instrumentation, lab safety, data analyses, research paper writing, presentation of research, and intellectual property rights and patents to enable students and new researchers to understand and adopt best practice in research. Industry experts are also involved in the process, to focus on problem solving research. Research project is a compulsory component of curriculum in all PG programmes.

Monitoring, Evaluation and Review

- Regular reviews are conducted to ensure that the policy remains aligned with the University's evolving research priorities
- Researchers are required to comply with the research policy and reporting requirements are outlined in the research regulations and guidelines issued by the University.

International Collaboration

The University actively promotes International Collaboration in research. Researchers are encouraged to seek collaborative opportunities with international institutions and the University supports such initiatives through well-defined procedures.

Diversity and Inclusion

The University always values diversity in research perspectives and provides an inclusive research environment. Policies and actions are designed to ensure equitable opportunities for all researchers.

Green and Sustainable Research Practices

Researchers are encouraged to adopt green and sustainable practices in their research engagements. The University always strives hard to minimize the environmental impact of research through appropriate waste management mechanism.

The Research Policy of Alagappa University reflects the University's unwavering commitment for nurturing a dynamic and ethical research environment that not only meets but anticipates the evolving needs of the academic community and the society at large. As research is the corner stone of academic excellence and innovation, the policy underscores the commitment of the University in supporting researchers at every stage of their research journey. Through continuous evaluation, collaboration, and a shared commitment to excellence it is hoped that this research policy will serve as a guiding force steering the academic community towards new horizons and ground breaking discoveries.





ALAGAPPA UNIVERSITY, KARAIKUDI – 630 003

Accredited with A+ Grade by NAAC (CGPA:3.64) in the Third Cycle
and Graded as Category-I University by the MHRD-UGC

**EXTRACT OF THE MINUTES OF THE 75th MEETING OF THE STANDING COMMITTEE
ON ACADEMIC AFFAIRS HELD ON 20.12.2023 AS APPROVED IN THE 197th MEETING OF THE
SYNDICATE HELD ON 22nd December 2023 VIDE RESOLUTION No.08**

Item No.26

To consider and approve the Minutes of the Meeting of the Research Advisory Committee (RAC) held on 19.12.2023.

Resolution

Resolved to approve the Minutes of the Meeting of the Research Advisory Committee (RAC) held on 19.12.2023.

/true extract/

[Handwritten Signature]
REGISTRAR
[Handwritten Signature]
8/1/2024

To
The Dean
Research Section
Alagappa University
Karaikudi

ALAGAPPA UNIVERSITY

Karaikudi-630 003

[Accredited with A+ Grade by NAAC and Graded as Category-I University by MHRD-UGC]

MINUTES OF THE MEETING OF THE RESEARCH ADVISORY COMMITTEE HELD ON 19.12.2023 at 11.00 a.m.
IN THE SYNDICATE HALL

Members present:

| | | |
|-----|--|-----------------|
| 1. | Prof. G. Ravi Vice-Chancellor | Chairperson |
| 2. | Dr. B. Vaseeharan Dean-Research | Convener |
| 3. | Dr.C.Sekar, Member of Syndicate & Director, Centre for International Relations Alagappa University | Member |
| 4. | Dr.S.Rajaram, Member of Syndicate & Professor & Head, Department of Tamil, Alagappa University | " |
| 5. | Dr.S.Rajamohan Professor & Director Alagappa Institute of Management Alagappa University | " |
| 6. | Dr. K. Gurunathan Professor & Head, Department of Nanoscience & Technology Alagappa University | " |
| 7. | Dr.J.Jeyakanthan Director, Alagappa University Ranking Cell Alagappa University | " |
| 8. | Dr.K. Sankaranarayanan Professor & Head, Department of Physics Alagappa University | " |
| 9. | Dr.C. Vethirajan Professor, Department of Corporate Secretaryship Alagappa University | " |
| 10. | Dr. K. Balamurugan Professor & Head Department of Biotechnology, Alagappa University | " |
| 11. | Dr.S.Thanuskodi Dean, Faculty of Arts & Professor & Head Department of Library & Information Science Alagappa University | " |
| 12. | Dr. S. Karuppuchamy Professor & Head, Department of Energy Science Alagappa University | " |
| 13. | Dr.J.Sujatha Malini Dean, Faculty of Education, Alagappa University | Special Invitee |

Resolutions:

1. Resolved that the recommendations of the Committee meeting held on 05.12.2023, as given in Annexure-I, regarding shortlisted candidates to be called for interview from the list of qualified candidates in the Pre-Registration Qualifying Entrance Examination for the Ph.D. Program held on 29.10.2023, be approved. Further resolved that the total marks for qualifying in the entrance exam shall be fixed as 50% out of Written Examination and Interview as per the UGC norms.

2. Based on the recommendations of the Inspection Committee, it is resolved to approve the following Department of the Affiliated College as Research Centre (ARC) for offering Ph.D. Programme in the discipline of Chemistry for the next three years, with effect from the date of approval of the Syndicate.


| Sl.No | Name of the College | Department | Approved for ARC with suggestions |
|-------|---|------------|---|
| 1. | Thassim Beevi Abdul Kader College for Women, Kilakarai | Chemistry | 1. Books in the Department may be increased 2. Subscription of journals may be increased 3. Modern Equipment may be added |


3. Resolved that the request of following faculty member of the Affiliated College of Alagappa University to recognize him as Research Supervisor in the respective discipline mentioned against his name be approved:

| Sl.No. | Name & Address of the Faculty | Discipline | Approved Research Centre |
|--------|---|---------------------|--|
| 1. | Dr. A. B. Feroz Khan Assistant Professor Department of Computer Science, Syed Hameedha Arts and Science College, Kilakarai | Computer Science | Department of Computer Science Alagappa University Karaikudi. |


4. Resolved that the recommendations of the Committee (which met on 20.09.2023) as given in Annexure-II be approved, pertaining to the publications of research papers by the Ph.D. scholars, who have completed five years of research period and above but could not submit the Thesis within maximum permissible period, due to lack of publications in the approved journals prescribed by the UGC/University.
5. Resolved that the recommendations of the Committee (which met on 28.11.2023) as given in Annexure-III be approved, regarding the research publications by the Research Scholars in the Faculty of Arts / Education / Management in Scopus / WoS/ UGC CARE listed journals for submission of Thesis.
6. Resolved that the resolution No. 6 of RAC meeting held on 11.08.2015 be strictly followed for the requests of faculty members to recognize themselves as Research Supervisor in the additional disciplines. Further resolved that, the Dean-Research shall get opinion / suitability / genuiness on the research papers from External Experts in the relevant subjects.
7. By considering the UGC (Minimum Standards and Procedures for Award of Ph.D. Degree) Regulations 2022, it is resolved that the request of Mrs. J. Anandhi, who has qualified in the Pre-Registration Qualifying Entrance Examination during March 2020 for joining in to the Ph.D. Programme in Fine Arts under the guidance of Dr.M.S.Sarala be deferred.


8. Based on the recommendations of the Committee meeting held on 28.11.2023, it is resolved to approve the Research Policy for promotion of research and Code of Ethics for Research, as given in Annexure-IV.


C. Sekar


S. Rajaram


S. Rajamohan


K. Gurunathan 19/12/2023



J. Jeyakanthan


K. Sankaranarayanan

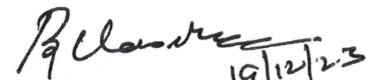

C. Vethirajan 19/12/23



K. Balamurugan 19/12/23


S. Thanuskodi 19.12.23


S. Karuppuchamy 19/12/23


J. Sujathamalini 19/12/23


B. Vaseeharan 19/12/23


G. Ravi 19/12/23