



# SRI SHANMUGHA COLLEGE OF PHARMACY

Approved by Government of Tamilnadu & All India Council for Technical Education, New Delhi

Recognized by Pharmacy Council of India, New Delhi

Affiliated to The Tamilnadu Dr. M.G.R Medical University, Chennai

Sankari-Tiruchengode Main Road, Pullipalayam, Morur (Po), Sankari (Tk), Salem (Dt), Tamilnadu, Pin-637304

E-mail: srishanmughacollegeofpharmacy1@gmail.com | info@shanmughapharmacy.edu.in

www.shanmughapharmacy.edu.in | Phone: 04283 261558



## RESEARCH ADVISORY COMMITTEE POLICIES

### *Committee for Promotion of Research*

To assist the young researchers, R&D committee is established. Responsibilities of the committee include giving awareness to Faculty Members in securing research grants, publication support and coordinate the college R&D activities.

### *Objectives:*

The Research Advisory Committee advises the executive on research priorities, challenges and opportunities and executes strategic initiatives to enhance research activity within the Department.

### *The functions and responsibilities of the Research Advisory Committee:*

Committee Members are selected based on their complementary fields of expertise, and the nature and planning of the research project and actively participate on the following:

- Identify and inform Faculty about the suitable research opportunities notified by different
- Government and Non-Government organizations
- Promoting Multi-disciplinary research and set up methodologies for undertaking collaborative research projects
- Encourage and promote both Faculty and Student research publications of their research ideas and implemented work
- Organize periodic Workshops/Seminars with Eminent Scientists, investors and researchers
- Create awareness about Intellectual Property Rights and Patents, encourage Innovation and motivate them to apply for IPR/ patents

Principal

Sri Shanmugha College of Pharmacy  
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## Research Policy Committee (RPC)

### *Objectives:*

The Research Policy Committee is responsible for research policy and Institute's research initiatives and for advising on strategic matters relating to the research activities of the Institution.

### *The functions and responsibilities of the Research Policy Committee:*

- Initiating, formulating, recommending, and reviewing policies regarding sponsored research, and intellectual property.
- Monitor and analyse external developments, policies and consultations that affect research, innovation and knowledge exchange; and ensure that procedures are in place to enable the Institution to respond effectively.
- Direct and approve the development of policies, management tools, procedures and systems to support research activity.
- Report regularly to the General Board through the circulation to the Board of the minutes of RPC meetings and such other reports and papers as RPC or the Board may consider appropriate.
- Promote and follow research and professional practices that enhance the public interest and well-being; use public and private funds responsibly in the pursuit of research endeavors.
- Provide recommendations to the Institute Governing Council regarding policy

***Frequency of the meeting. Twice in every Six Months***

## **Guidelines of the Committee**

### ***Research Ethics Committee***

Following are the ethical guidelines:

- Researchers should have mutual trust and understanding for free exchange of ideas.

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## RESEARCH ADVISORY COMMITTEE

The following selection committee has been constituted for the Research of Members of faculty for SRI SHANMUGHA COLLEGE OF PHARMACY, Sankari-637304.

S.No	Name	Designation	Signature
1	Dr P Suresh Kumar Principal, Sri Shanmugha College of Pharmacy, Sankari.	Chairperson & Principal	
2	Dr.P.Perumal Vice Principal Sri Shanmugha College of Pharmacy, Sankari	Member	
3	Dr C Senthilkumar Professor & HOD Department of Pharmaceutics Sri Shanmugha College of Pharmacy, Sankari	Member	
4	Dr K K Senthilkumar Professor & HOD Department of Pharmaceutical Analysis Sri Shanmugha College of Pharmacy, Sankari	Member	
5	Dr R Prema Professor Department of Pharmaceutics Sri Shanmugha College of Pharmacy, Sankari.	Member	
6	Dr S Anandkumar Professor & HOD Department of Pharmacy Practice Sri Shanmugha College of Pharmacy, Sankari	Member	
7	Dr P Subhash Associate Professor & HOD Department of Pharmacognosy Sri Shanmugha College of Pharmacy, Sankari	Member	
8	Dr K Gopalasatheeskumar Associate Professor & HOD Department of Pharmacology Sri Shanmugha College of Pharmacy, Sankari	Member	 25/10/23

25/10/23

Principal/Chairperson

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- Researchers should discuss and agree upon the result/publication credit throughout the research process to acknowledge the contributions.
- There should be honest reporting of facts and findings.
- Scholarly opinions should be collaborated with scientific knowledge and respected.
- Research should be conducted with a sense of responsibility and the process/results should stand the legal norms.
- Results should be published in journals/conference proceedings to make it widely available for the research community.
- Faculties are encouraged to create an environment of mutual cooperation for furthering the mission and vision of the college.
- Faculties are encouraged to attend training programs/workshops to enhance their
- Research capabilities.
- Researchers must not involve themselves in any form of academic misconduct such as
- Misinterpretation, plagiarism, violations of intellectual property rights, deviation from college rules etc.
- Project thesis should be submitted for anti-plagiarism check for the quality and if the similarity information is less than 24%, then only thesis will be accepted for submission.
- Investigation of research misconduct shall be carried out by the Research Ethics
- Committee.
- Based on the investigation report and recommendations of the Ethics Committee, appropriate actions may be initiated after duly listening to the respondent.

## Members of the Committee

The Research Ethics Committee is constituted with the following members. It is designed to serve the interests of the faculty and student community in competitive world.

## Promotion of Research and Facilities

## Research Forum

Principal

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To achieve high quality research ambience in the Institute, a Research & Development Centre is set up with the objective of developing the strategic plan for scientific and technology research and ensuring the implementation of such plans. The R&D Centre provides specialized administrative and managerial support for the operation of academic research, sponsored research, consultancy and other R&D related activities of the Institute. This Centre is available round the clock for faculty and students for research work.

The Institute has a Research Advisory committee and Research Board to monitor all kinds of research activities and facilitate high-quality research publications. The Research Board formulates and updates research policies time to time according to UGC Regulations and to ensure that researchers follow the research guidelines and regulations of our Institute.

## **Committee for Promotion of Research**

To assist the young researchers, R&D committee is established. Responsibilities of the committee include giving awareness to Faculty Members in securing research grants, publication support and coordinate the college R&D activities.

## **Research and Development (R&D) Centre:**

To achieve high quality research ambience in the Institute, a Research & Development Centre is set up with the objective of developing the strategic plan for scientific and technology research and ensuring the implementation of such plans. The R&D Centre provides specialized administrative and managerial support for the operation of academic research, sponsored research, consultancy and other R&D related activities of the Institute. This Centre is available round the clock for faculty and students for research work.

## **Faculty Incentives**

The Institute offers Research Incentives to motivate the Faculty members to publish quality research publications, availing sponsored research projects, patent filing process, and other research-related activities. The incentives will be awarded based on SNIP of (Scopus WOS)

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indexed journals published, books, book chapters, the amount sanctioned for sponsored projects, and granted patents

## **TURNITIN, (plagiarism detection), an originality checks software**

The Institute subscribes for a licensed Turnitin, an originality checks software, every year to assist the researchers in verifying the similarity index of the journal manuscripts and

Research Proposals with value limited to 20%.

## **Incentives for Publications**

In order to motivate the faculty members towards research and publishing their research findings in reputed journals with impact factor, incentives are given to faculty members.

### **Research Publications & Incentive Amount (in Rs)**

SCI Journals	-	Rs. 10,000.00
SCOPUS/WOS Journals	-	Rs.7, 500.00
UGC journals	-	Rs.2, 000.00.
Book Chapter	-	Rs.5, 000.00

## **Sponsored Research**

- Full autonomy has been given to the faculty members to carry out the research as per terms and conditions given by funding agencies.
- All the appointments related to projects (junior research fellow/Senior research fellow/Research Assistants/Institutional Fellow) will be contractual and on the basis of consolidated monthly emoluments prescribed by the Sponsoring Agency or the institute.
- The tenure of appointment of a project staff will be for the duration of the project.
- The selection of project staff shall normally be made as per the guidelines provided by the sponsoring agency and with the approval of Principal through the Coordinator (R&D).

  
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## Financial Supports for Sponsored Research.

Within the framework of a sponsored project, Pls shall be permitted to have consultancy fee/honorarium, if the sponsor so approves. Depending on availability of funds under Travel head and with the approval of the Principal, expenses (TA, DA, Registration Fee, etc.) for presenting papers in National I Conferences in fields relevant to the project shall be given to Pls/Co-Pls from the project fund.

On recommendations of Pls and with the approval of Principal, project staff and students in the projects may be permitted to present papers in conferences. If funds are available under Travel head, then TA, DA and Registration Fee support may be provided.

## Consultancy and related Services

The college encourages its faculty members to carry out consultancy. On completion of the work, the honorarium on approval of the Principal may be distributed on a case by case basis. Details of the consultancy policy are given Faculty Development & Research Interactions. To get expertise in specific domain and promote the research interest, Institution is providing full financial help (Registration/course Fee and TA/DA) to faculty members attending.

## International Conference/Seminar/Research Workshop in abroad and in India.

A faculty can avail these benefits once in an academic year. TA/DA and Honorarium is allowed for the experts for Research Interactions and Collaborative Research works. Ethics in Research with a focus on integrity and accountability, the college has well defined rules for all research activities.

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## *Intellectual Property Rights (IPR) Cell*

The goal of this Policy is to ensure that Intellectual Property created by Members is utilized in ways most likely to benefit the institution and the public. In properly disclosing all Intellectual Property that they create, in complying with applicable laws and formal agreements, and in gaining the protection available under laws governing patents, copyrights and other intellectual property rights. Likewise, our Institution seeks to ensure that commercial benefits are distributed in a fair and equitable manner that recognizes both the contributions of the Members and the interests of the college.

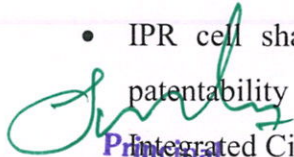
Research & Development Centre was established to provide the facilities for research and development to all the students and faculty members. R&D Centre welcomes new ideas and encourages interdisciplinary research work to perceive the highest standards of ethics and integrity in the conduct of their research, all the students and faculty must follow the Code of ethics.

### **Purpose**

- To create an awareness about IPR for Faculty Members and students of the Institution.
- To impart training on future endeavors regarding patent filing processes
- To conduct workshops, seminars and training course on IPR.
- Communicate the IPR Policy to the various stakeholders and the Inventors of the Institution, students in general.
- Identify prospective inventions, innovations, Service improvement ideas and Copy rights.
- Compensate the Inventors with due reward for encouraging inventions.
- To promote technology advancements for improved quality of life and environment protection.

### **Accountabilities**

- IPR cell shall guide and help the faculty members and students of SICET in patentability assessment and to apply for various IPRs such as Invention(s), Designs, Integrated Circuit Layouts and other creative works,

  
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- The faculty members /students desirous of filing a patent or for any other IPR application would be given the necessary advice and guidance by the IPR cell.
- An internal approval from the Principal wherein the names of the Inventors/Authors shall be mentioned is to be signed by the Principal and forwarded by the HOD for approval of the Chairman of IPR Cell.
- Invention Patent /Trademark and similar documents are to be treated and maintained confidentially by the IPR Cell.
- The IPR cell shall help the inventor in drafting the patent application/ or any other IPR application and filling of relevant forms.
- The draft application along with the relevant forms shall be forwarded to the concerned agency/authority by the IPR cell.
- The IPR Cell shall correspond with the authority/agency and the inventors on IP matters.
- The inventors would be required to cooperate with the IPR cell to expedite furnishing of information for timely actions since delay would mean payment of extra patent office. fee to the
- After filing of the application for IP protection, the inventors shall inform the IPR cell of any further any development, if any, in the related R & D work

## Procedure to apply a Patent

- i. Problem identification
- ii. Checking for Plagiarism
- iii. Receiving the approval from the IPR cell
- iv. Implementation (Research survey/weekly status report)
- v. Submission of final report to the IPR cell
- vi. Filing process/final output product
- vii. Submission of the proof

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## DECLARATION

This is to certify that the institution has a well-defined Research Policy and all its facilities and activities are regularly. The Institution has a well-defined policy for the Promotion of Research and it's facilities. The institution has the following committees such as Research Ethics Committee, Research Policy Committee, Research Advisory Committee and the Intellectual Property Rights (IPR) Cell, which takes care of all the research activities in the institution.

DATE: 25/11/2023

PLACE: Pullipalayam

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