



SCMS SCHOOL OF TECHNOLOGY & MANAGEMENT
Prathap Nagar, Muttom, Cochin

Affiliated to

MAHATMA GANDHI UNIVERSITY
Kottayam, Kerala

RESEARCH PROMOTION POLICY



SCMS SCHOOL OF TECHNOLOGY AND MANAGEMENT

RESEARCH POLICY

Preamble

A long march to a glorious future was flagged off in 1976 with the establishment of the Prathap Foundation for Education and Training by Dr. G.P.C. Nayar at Kochi. Dr. Nayar, who held top management positions with leading global corporate houses, wished to impart quality education at affordable costs to aspiring youngsters in India. The dream came true in 1976 with the establishment of a humble management institution - the School of Communication and Management Studies or the SCMS-COCHIN as it is known today. Sharp focus on quality education soon gave an edge to the institution. Located alongside the NH 47 beyond Kalamassery, in the heart of the industrial and business capital of Kerala, SCMS grew to become a centre of excellence for Management and communication studies, Engineering, Computer Applications, Biotechnology, Commerce and Psychology in a very short span of time. Today it has acquired international reputation. This hard work and commitment have endowed upon us the status of research centre for Management. We aim to produce high quality research works from passionate research scholars under the supervision of our eminent faculty.

Research Center in Management

SCMS School of Technology and Management offers a two-year, full time Master's Programme in Business Administration. The institution is affiliated to the Mahatma Gandhi University and is approved by the All India Council for Technical Education (AICTE). It is Accredited to 'NAAC' and is ISO 9001:2015. Certified MBA programme is also accredited by National Board of accreditation (NBA). The Doctoral Research Centre is recognized by Mahatma Gandhi University. (*Guidelines for Research in Management of Mg University, t is given in Annexure*)

Scope

This document on Research policy guidelines will be applicable to all SSTM Faculty, researchers, staff and students involved in any form of research activities.

Objectives

The research promotion policy ensures

- To integrate teaching and research.
- To foster Multi, Inter and Trans disciplinary research.
- To encourage quality research publications in indexed journals and presentations in National/International seminars, invited /lead talks in trainings and meetings.
- To Design an excellent research environment and infrastructure.
- To foster socially relevant research aligned to human values and society.
- For quality enhancement in the livelihood through the process of invention/prototype/patent/incubation/startups/business models and entrepreneurial ventures.



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Research Advisory Committee

The Research Advisory Board has been formulated as per the guidelines of the UGC Research & Development Cell to promote the innovative and industrially relevant research to be undertaken by the faculty members of this institution and to ensure smooth conduct of high quality research in the institution.

The research advisory committee constitutes of members nominated as below:

1. Chairman and Convener
2. External Subject Expert
3. Senior Professors to be nominated by the Chairman
4. Supervising Faculty/ Two Committee members nominated by the chairman.

Research Advisory Committee Objectives

A research advisory committee is set up with the following objectives:

- Promotion and maintenance of the standards of research
- Plan, initiate, review and oversee the research activities
- Identifying research and development thrust area within the framework of the objectives of research promotion.
- Formulation of regulations and procedures for research development and consultancy work.
- Scrutiny of the proposed research topics
- Evolve and implement multi-disciplinary programmes for optimum utilization of the infra-structure and resources of the Institution.
- Ensure quality research and safeguard research ethics & integrity
- Conduct various FDPs related to research
- Formulate policies towards using the research facilities of the institution
- Monitoring all research programmes including Doctoral Research

Research Policies

(i) Patents & Copy Rights and IPR Policy:

The Institution would strengthen innovation in research leading to filing of patents for which all technical support would be extended. If any innovation is accomplished, the Institution shall encourage the researchers to patent it. The Institution shall create awareness about intellectual property rights among faculty, researchers.

Steps shall be taken to establish an Intellectual Property Right Cell to assist the researchers and inventors to get protected their inventions and intellectual properties. All participating researchers must sign the patent and copyright of SSTM before the commencement of any research activities.

The IPR Policy intends to promote start- ups and other research activities



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(ii) Research Policy on promotion of Academic Research:

- The faculty members on roll but without Ph.D. degree must register for doctoral program.
- Faculty of each department shall conduct research in focused areas. It is mandatory to publish research articles / project results in UGC indexed / WEB of Science / SCOPUS indexed journals.
- It is the duty of the faculty researchers to ensure the quality of the paper and a prior plagiarism check before journal publications is a must.

(iii) Mandatory Publications:

Faculty members of SSTM were required to publish minimum of one publication in indexed journal per year.

(iv) Faculty Development Programmes/ Workshops/ Conference/ Management development programmes:

Faculty members of SSTM were required to attend / conduct minimum of one FDP/Workshop/Conference per year.

Rules for participation in international; seminars held abroad: Participation in these shall be permitted as per the merit of the case. The entitlements in this regard is at the sole discretion of the management.

Center of Excellence :

The Institution shall develop and nurture Centre for Excellence in the frontier areas of research which shall be open to faculty, students and industry persons to conduct research. It is the commitment of the institution with an aspiration to attract funding from governmental / international agencies and industry from relevant sectors. We strive to establish Centre of Excellence funded by AICTE / UGC.

Research Incentive schemes and other benefits for Faculty members

The faculty members (Principal Investigator and Co-Investigator) submitting a research project for external funding by government / other agencies duly approved by the Institution , shall be awarded a monetary reward.

Faculty members publishing Books/Chapters in the reputed publishing house in edited volumes will be awarded a suitable reward as decided by the research committee.

Publications of research papers/articles in Scopus/UGC indexed journals , shall be suitable compensated as may be approved by the research board.

The promotion and incentives are as per the research promotion policy of SCMS group of Educational Institutions.



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Code of Ethics and Policy on Ethical Research

Regular initiatives by the institution will ensure the researchers understand the importance of integrity and ethics and comply with ethical codes of research and publishing practices at institutional, national and global levels. Researchers should make necessary steps to avoid data fabrication and Plagiarism.

Good research practices:

- The researcher shall follow the ethical code of conduct prescribed by the respective agencies while conducting research with primary data.
- Ensuring confidentiality.
- Obtaining consent from the related agencies / participants.
- Research data without any kind of conflict of interest with any of the stakeholders.
- Sensitivity of data sharing, sharing of data and confidentiality for protecting intellectual property rights.
- Plagiarism free academic writing / reporting.
- Focus on the outcomes contributing to the society at large.
- Honesty and Integrity at all levels
- Abiding by the law and governance



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Annexure.

PhD Program of Mahatma Gandhi University.

Eligibility:

Candidates seeking admission for the PhD programme shall have a Master's degree in the concerned subject to which the admission is sought. The candidate should clear the entrance test and committee interview.

Responsibilities of the research scholars

- Plan, design and execute complex/innovative research ideas under the guidance of a supervisor.
- Commit in creating novel ideas which contributes to the development of the nation.
- Highly focused self-growth.
- Collaborate with ongoing significant management and technical studies.
- Publishing high quality journals in Scopus/Care list/Web Of Science indexed journals.
- Carry out funded projects in a view to contribute equally to self-growth and societal upliftment.
- The scholar shall acknowledge his or her affiliation with the center in all publications resulting from research undertaken as a member of the research center.
- The scholar shall ensure that publications do not misrepresent data or images that the nature and purpose of any image manipulation is explained.
- The scholar shall respect the laws governing access to the personal information and privacy in his or her collection and use of data.

All research related agreements must be approved and execute according to the relevant rules and orders of the research center.

Kindly visit the MG University research portal <https://research.mgu.ac.in> for further details on the following

- Research Regulations
- Duration
- Appointment of supervisor
- Research Proposal
- Fees
- Joining report
- Date of effect of registration
- Course work
- Period of research
- Progress reports
- Attendance
- Syllabus for course work
- Submission Guidelines
- Change of Title
- Regulations for extension of research period