



University of Kashmir-Srinagar

Office of Dean Research

NOTIFICATION

It is notified for the information of all concerned that in exercise of the powers vested in him under sub section 4 (a) of section 41 of the Kashmir & Jammu Universities Act, 1969, the Chancellor has been pleased to accord his assent to the:

Creation and constitution of University Research Council (URC) in pursuance of resolution No.78.2 of the University Council meeting held on 24-10-2017.

Composition, powers and functions of the University Research Council are given in annexure-(I) to this notification

Notification as well as annexure-I is available at official website of Dean Research www.deanres.uok.edu.in

By order,

No. F (URC-Composition, powers & functions)Res/KU/18
Dated: May 22, 2018

Assistant Registrar
(Research)

Copy for information and further necessary action to the:

- Principal Secretary to Hon'ble Governor, (Hon'ble Chancellor Universities), Governor's Secretariat, Raj Bawan, Srinagar;
- Private Secretary to Hon'ble Chief Minister (Hon'ble Pro-Chancellor) J & K Govt. Civil Secretariat Srinagar;
- Commissioner/Secretary to Government, Higher Education Department, Civil Secretariat, Srinagar;
- Commissioner cum Secretary, Department of Science & Technology, Civil Secretariat, Srinagar;
- Commissioner cum Secretary, Agriculture Production Department, Civil Secretariat, Srinagar;
- Commissioner cum Secretary, Forest, Ecology & Environment Deptt. Civil Secretariat, Srinagar;
- Commissioner cum Secretary, Industries & Commerce Deptt., Civil Secretariat, Srinagar;
- Chairman, State Pollution Control Board, Bemina, Srinagar;
- Dean Research or equivalent of Jammu University/SKUAST-Jammu/Central University Jammu/SKUAST-K/Central University Kashmir/Cluster University, Jammu/Cluster University Kashmir;
- Dean, Academic Affairs, University of Kashmir, Srinagar;
- Dean, College Development Council, University of Kashmir, Srinagar;
- Deans of all Schools in the Campus, University of Kashmir, Srinagar;
- Heads of all Teaching Departments/Directors of Research Centres/Co-ordinators of Centres, University of Kashmir, Srinagar;
- Principal, Amar Singh College, Sgr. (Nodal Principal Kashmir Province);
- Registrar, University of Jammu, Jammu;
- Controller of Examinations, University of Kashmir, Srinagar;
- Director, IT & SS with the request to upload the Notification to the University website;
- In-Charge Librarian, Allama Iqbal Library, University of Kashmir, Srinagar;
- PRO, for kind perusal of the Vice-Chancellor;
- P.S. to Registrar for information of the Registrar;
- File.

Research Policy of the University of Kashmir

1. Purpose

This policy establishes the research environment within which the faculty members, researchers and research students carry out their research. It also provides an overarching framework for the development and implementation of all research policies and frameworks at the University of Kashmir.

2. Organizational Scope

This is a University-wide policy which includes satellite campuses, constituent and affiliated colleges of the University of Kashmir.

3. Definitions

For purposes of this policy, unless otherwise stated, the following definitions shall apply:

- a. "Act" means the Kashmir and Jammu Universities Act, 1969;
- b. "University" means the University of Kashmir as defined under Section 2(k) of the Act ;
- c. "Statutes" mean Statutes as defined under Section 2 (h) of the Act;
- d. "Regulations" mean Regulations as defined under Section 2 (h) of the Act;
- e. "Syndicate" means the Syndicate as constituted under Section 2 of the Act;
- f. "Academic Council" means the Academic Council as defined under Section 2 (a) of the Act;
- g. "College" means a College as defined under Section 2 (c) of the Act;
- h. "Constituent College" means the Constituent College as defined under Section 2 (d) of the Act; and includes autonomous college designated so by the competent authority;
- i. "Affiliated College" means an affiliated College as defined under Section 2(b) of the Act;
- j. "DRC" means Departmental Research Committee as constituted under Statute 4 of these Statutes and would mean the Department/ Centre/ Institute where the candidate is being or has been registered;
- k. "BORS" means the Board of Research Studies as defined under Section 2(e) of the Act;
- l. "BOE" means the Board of Examiners appointed to evaluate and assess Dissertation /Thesis of scholars for M.Phil/ Ph.D/ Integrated M.Phil & Ph.D programme.
- m. "External Examiner" means an examiner who is not on the pay rolls of the University of Kashmir;
- n. "Registration" means registration of candidates for M.Phil/integrated Ph.D. granted by the BORS under these Statutes and includes re-registration also;
- o. Research Progress Assessment Committee (RPAC) means a prescribed committee constituted under these Statutes to evaluate and assess the research progress of the registered scholar;
- p. M.Phil means M.Phil as conferred under the Statutes;

- q. "Ph.D." means Doctor of Philosophy as conferred under the Statutes;
- r. Integrated M.Phil & Ph.D means the Integrated M.Phil & Ph.D Degree as conferred under the Statutes.
- s. "Research Council" means the body approved by the competent authority to formulate policies and programmes for promotion of research in the University.
- t. Research: It is original, independent investigation undertaken to contribute to the existing body of knowledge. Research particularly involves inquiry of an experimental or critical nature driven by hypothesis or intellectual positions subject to rigorous assessment by experts in a given discipline. Research results into work that has direct relevance to the social, intellectual or ethical needs of communities, government, industry and commerce. In some disciplines, research may be in the form of artistic works, performances or designs that lead to new or substantially improved insights.

Research may include: contributions to the intellectual underpinnings of subjects and discipline, the use of existing knowledge in experimental development to produce new or substantially improved materials, devices, products, communications or processes, and the synthesis and analysis of previous research to the extent that it is new and creative.

Research findings must be open to scrutiny or formal evaluation by experts within the field. This may be achieved through various forms of dissemination including, but not limited to, publication, manufacture, construction, public presentation, or provision of confidential reports.

Research does not include activities that are part of routine standard practice or outputs that do not embody original research.

4. Research Management

The activities related to research in the university are governed by a set of norms formulated by the University Research Council (URC) which has following powers/functions and composition:



Annexure-

Power, Functions, and Composition of the Research Council (RC)

Powers and functions:

1. To advise on matters related to improving overall research environment of the University, including need assessment for research administration, research infrastructure, quality benchmarking of research output and R&D needs of the University.
2. To suggest ways and means of supporting, promoting, encouraging and assessing research activities and output in the University and its adjuncts.
3. Provide a forum for discussion on new, innovative and strategic research initiatives, including proposals for augmentation of R&D infrastructure in the University.
4. To discuss, debate and recommend to the Syndicate and University Council amendments, modifications, changes etc. in the statutes and rules for various research programmes in the University, including fee structure, number and emoluments of university research scholarship/fellowship etc.
5. To consider proposals from Boards of Research Studies, Deans of various Schools and other relevant bodies/authorities regarding capacity building in R&D, new initiatives for promotion of research and research output, ethical conduct, technology transfer, utilization of research grants and make appropriate recommendations for consideration of competent bodies.
6. To counsel on matters related to inter-disciplinary, trans-disciplinary and collaborative research at local, regional, national and global level and identify opportunities for partnerships to support research interests of the University of Kashmir.
7. To consider policies regarding Intellectual Property (IP) including ownership, sharing of licenses, technology transfer and royalty resulting from IP created by the University of Kashmir and other activities related to IP and recommend to the competent authority for their adoption.
8. The URC shall be a recommendatory/advisory body and shall not take any decision on any matter falling within its competence which involves financial and administrative implications, without obtaining prior approval of the Syndicate or the University Council, as the case may be.



9. The URC shall have powers to appoint standing committee with appropriate members with power to invite distinguished researchers for advice on matters of *urgent nature*.

Composition:

The URC shall consist of the following members, all of whom shall be members ex-officio

1. The Vice Chancellor
2. Two distinguished researchers nominated by the Chancellor
3. One distinguished researcher not associated with the University of Kashmir to be nominated by the Vice-Chancellor
4. Dean Research
5. Dean, Academic Affairs, University of Kashmir
6. Deans of Faculties/Schools, University of Kashmir
7. Dean Research or equivalent of the Universities/Institutes in the State of Jammu and Kashmir
8. One Head of Department/Director of a Centre, University of Kashmir by rotation to be nominated by the Dean of the Faculty/School.
9. Nodal Principal, Kashmir Province
10. Three Principal Investigators/Coordinators who have brought in significant research grants from national international agencies
11. Chairpersons of the Subcommittees that report to the University Research Council
12. Representatives of Govt. departments/agencies such as Science and Technology, Agriculture, Forests, Industries, State Pollution Control Board etc. to be approved by the Vice Chancellor on the recommendation of Dean Research.

Terms of reference

- a. The term of office of the members (other than ex-officio members) will be three years from the date of nomination.
- b. The University Research Council shall meet at least once a quarter/six months.
- c. Fifty percent of the total membership shall form the quorum for any meeting.

Subcommittees to report to the University Research Council:

- a. The Standing Operations subcommittee, comprising faculty from across campus, investigates specific aspects of research and its infrastructure in depth, makes recommendations to the URC for improvement, and provides a forum for faculty input into the overall research environment of the University.
- b. Research Ethics subcommittee, comprising of selected faculty members, to look at all ethical aspects of research including plagiarism, ethical clearance wherever required.



- c. Bio safety subcommittee – comprising of selected faculty from across the School of Biological sciences, to look at bio safety related issues including impediments to the conduct of clinical and translational research, and provides recommendations to the URC regarding solutions and best practices.
- d. Research Extension/Awareness subcommittee - ensures that the research mission of the KU is highly integrated into overall societal development and plays important role in Government’s policy planning.

	<p>The members of the Research Council, other than the ex-officio members shall hold office for a period of three calendar years from the respective dates of their nomination/co-option as such but may be co-opted again on the expiry of such period;</p> <p>Provided that persons co-opted as representatives of any particular body shall not hold office after they cease to be members of that body.</p> <p>The Research Council may appoint sub-committees to examine or any other committee as the Research Council may deem necessary to examine matters entrusted to them by the competent authority.</p>	<i>Statutes</i>
Regulations		
01.	<p>The meetings of the Research Council shall be convened by the Vice-Chancellor or in his absence the Pro Vice-Chancellor, if any.</p> <p>Special meeting of the Research Council shall be convened by the Vice-Chancellor, or in his absence the Pro Vice-Chancellor, if any on a date fixed by him, on a requisition signed by any ten members of the Research Council. At such meetings only such subjects as the signatories to the requisition have set forth in the requisition shall be first brought forward and disposed off.</p>	<i>Meetings</i>



02.	<p>The Dean Research shall, ordinarily, not less than ten days before each meeting of the Research Council issue to each member thereof, a notice stating the time and venue of the meetings along with the agenda. In the case of a special meeting, the Dean Research shall give such previous notice of the time and venue of the meeting as the circumstances in each case may permit;</p> <p>Provided that in the case of special meetings or whenever necessary in exceptional circumstances, the Vice-Chancellor, or in his absence the Pro Vice-Chancellor if any, may suspend or modify the operation of this Regulation.</p>	<i>Notice of meeting</i>
03.	<p>The Vice-Chancellor shall be the Chairman of the Research Council. In his absence the Pro Vice-Chancellor, if any, shall be the Chairman, and in the absence of both, Dean Research shall be the Chairman for the meeting.</p>	<i>Chairman</i>
04.	<p>The Dean Research shall be the ex-officio Secretary. In the absence of the Dean Research, the person performing the duties of the Dean Research shall act as Secretary.</p>	<i>Secretary</i>
05.	<p>At all meetings of the Research Council 50% of the members inclusive of the Chairman shall form a quorum. But if a meeting is adjourned twice for want of quorum no quorum shall be necessary for the subsequent meeting.</p>	<i>Quorum</i>
	<p>All proposals brought forward for the consideration of the Research Council, shall be decided by the majority of votes of the members present at the meeting and in the case of equality of votes the Chairman shall have a casting vote. The Chairman may decide that any matter may be decided by a secret ballot or by the show of hands at his discretion.</p> <p>Notice of a motion or resolution to be included in the supplementary agenda of a</p>	<i>Procedure</i>



	<p>meeting of the Research Council must reach the Dean Research at least five clear days before the date of the meeting.</p> <p>Notice of an amendment to a motion or resolution of which notice has been given must, if it is intended to be included in the supplementary agenda, must reach the Dean Research at least three clear days before the meeting of the Research Council at which the motion or resolution is to be moved.</p> <p>Notwithstanding anything contained in above Paras of this Regulation, the Chairman may allow a motion or an amendment of which the notice required thereby has not been given.</p> <p>It shall be at the discretion of the Chairman to put to vote any amendment in parts, or two or more amendments in parts, or two or more amendments consolidated. The Chairman may also take vote on two or more amendments in the alternative.</p> <p>All Regulations relating to conduct of business at the meetings of the University Council not inconsistent with these Regulations shall mutatis mutandis, apply to all meetings of the Research Council.</p>	
	<p>The proceedings of the meetings of the Research Council shall be recorded in writing by the Secretary and submitted to the Chairman of the meetings for approval and signatures. The Dean Research shall within fifteen days after the meeting, send a copy of the proceedings to each member of the Research Council.</p>	<p><i>Minutes</i></p>

5. Requirement to Undertake Research

- a. Each teacher/scholar will carry out independent research, and/or creative activities that are appropriate to his/her discipline. In doing so they will individually or in collaboration with colleagues:
 - i. supervise research students;
 - ii. broadly disseminate research results (i.e. through more than one medium or one audience) through their teaching practices and, wherever appropriate, protect the results of their research;
 - iii. contribute to the research environment and culture of University of Kashmir through activities such as mentoring, engaging in new research initiatives and strengthening the research infrastructure; and
 - iv. participate in initiatives designed to secure financial support for research activities from external sources (including for example, government funding, industry partnerships and contracts, philanthropic gifts, research translation and commercialization opportunities).
- b. The requirement to undertake research is a prerequisite for professional growth and will be balanced with other obligations of academic staff including teaching and administrative responsibilities.
- c. Nothing in this policy is to be construed so as to prevent Deans of Schools/Heads of Departments/Coordinators etc, from allocating teaching and other responsibilities in the light of the research record of academic staff.

6. Statutory and Ethical Obligations

- a. Faculty, scientists and research scholars are required to carry out their research in compliance with all the University's obligations under legislation and other ethical and contractual obligations.
- b. Research projects that involve human or animal subjects, including those undertaken as part of a teaching programme, must be approved in advance by the competent committees.
- c. All academic staff, students, and visitors of the University are required to make themselves aware and follow the contents of the University Act, Statutes and other policies duly approved by the competent authority.
- d. While formulating research projects, the Scientists are expected to keep not only the national and regional priorities into consideration but also generate research output that augments the efforts to address some global issues.

7. Resources Support for Research

(a) University Research Fund

- i. The general principle governing the allocation of all research funding in the University is that it is an investment intended to maximise the research outcome from faculty, scientists and research scholars. Proposals for allocation of funds for research will be finalized in the Research Council for approval by the competent bodies/authority.
- ii. The University Research fund shall be exclusively used for promotion of research in whatever manner possible with due approval of the competent authority.

(b) Faculty and School Research Grants

Various departments, Research Centres will be allocated grants as per their requirements and such requirements are assessed through a rigorous process inviting different sections of University e.g Budget, Development, Research etc.

(c) External Research Funding

- i. All applications for any external research funding are to be submitted through the office of Dean Research.
- ii. All the research projects or any other research contracted by an external party is administered by the office of Dean Research.
- iii. The office of Dean Research provides financial and non-financial management services to Investigators, Coordinators etc.
- iv. The researchers are encouraged to submit projects to different funding agencies and the Dean Research keeps a close vigil on the Investigators of different funding agencies wherein research proposals are invited for funding. Accordingly concerned scientists are persuaded to submit proposals.

(d) Compliance with project guidelines of the University and funding agencies

Faculty and other researchers are expected to comply with the management of external research, consultancy and other contracts in accordance with prescribed guidelines, norms and procedures.

(e) Faculty members are eligible to apply for leave in support of their research including research and Study Leave, Overseas Conference Leave etc which shall be considered for approval after fulfilling the requirements in terms of the leave rules of the University of Kashmir

(f) University Research scholarships are available through the Faculties and Schools to support M.Phil and Ph.D scholars.

8. Research Planning

Each faculty/school and its constituent academic units are required to develop and implement their own research plan that is consistent with and delivers to the University Research Strategy and the University Strategic Plan.

9. Evaluation and Monitoring of Performance

- a. Dean Research has the responsibility for evaluating the University's Research performance. Boards of Research Studies of each School/Faculty advise the University Research Council on the University's performance, its alignment with external research funding sources available, opportunities for development and the impact and intensity of its research.
- b. The Dean of the concerned School/Faculty monitors the performance of schools and research centres in accordance with the evaluation of the University's research performance.
- c. Staff are required to participate in the external assessment of performance through DIQA and other similar bodies.
- d. Staff are required to supply full and accurate details of their research outputs as required by their Head of School (or delegate)/Director (or delegate). This shall be done at least annually. The information is supplied to the DIQA/Office of Dean Research.
- e. DIQA publishes an Annual Report wherein the research outcomes, research publications, extra-mural funding, etc. are presented.

4.7 Recruitment and Staff Development

- a. An important characteristic of a university is to engage in research at a higher level. Therefore, the appointment of new academic staff must give appropriate consideration to the quality of their research record and ensure that it commensurate with the requirements of the position. Responsibility for oversight of this rests with the relevant Selection Committees and competent bodies.
- b. Academic staff are required as part of the annual process to prepare a Research plan and to review that plan annually in consultation with their Head of Department or Director and Dean of the School/Faculty. Consultation should include a review of: Research objectives, anticipated applications for external research funds, details of other initiatives to secure financial support for their research activities, opportunities for collaboration, timelines and expected outputs for the dissemination of their research results, protection of their research results where appropriate, supervision opportunities, activities within the Research community, activities to enhance the impact of their Research.
- c. Deans of School should ensure that newly appointed staff are familiar with research evaluations, research training and funding opportunities and the importance of publishing in suitable journals, both within the University and external to it.

10. Publication and Intellectual Property

- a. The University expects that all research outputs are publicly available.
- b. Research outputs may be withheld by the University where "good reason" exists.
- c. To the extent permitted by law, Research outputs may be embargoed as required by the University's Intellectual Property Policy.
- d. University has a mechanism in place to check the plagiarism of publications. Plagiarism and other scientific misconduct is not only but has been made punishable.

11. Research Centres and Institutes

Characteristics of Research Centres and Institutes

- a. The University establishes Research Centres to raise the research profile of the University, focus on areas where there is (or the University wishes to develop) research excellence (including areas of applied research) and to maximise external research funding. Research Centres help position and promote the University's areas of research excellence and build the University's research reputation. They also serve as vehicles for engaging with other research institutions and industry and facilitate interdisciplinary and multidisciplinary relationships.

12. Distinctive Thrust Areas/Themes

Like Research Centres and Institutes, a platform of multidisciplinary themes may be identified that augment the academic policy and framework of the University. They promote an outlook that goes beyond disciplinary, school, faculty and other traditional boundaries and frame and develop research and public engagement endeavours of the University of Kashmir.

13. Statutory Compliance

The University is required to manage its policy documentation within a legislative framework. The legislation directing this policy includes the:

The Jammu & Kashmir Universities Act 1969, to date, primarily remains as the legislative framework of the academic policy and framework of the University. The University Grants Act, 1956, is the main legislative framework of the University. Any other relevant legislations enacted from time to time either by the Central Govt. or the State Govt.

The University is required to manage its policy documentation within a legislative framework. The legislation directing this policy includes the:

The Jammu & Kashmir Universities Act 1969

The University Grants Act, 1956