

Research Chair Policy and Guidelines



Bhagat Phool Singh Mahila Vishwavidyalaya
Khanpur Kalan - 131 305

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Research Chair Policy and Guidelines for Establishment of the Chair at Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan.

INTRODUCTION

The role played by chairs in creating and mobilizing knowledge through research excellence is highly valued by the BPSMV. The University is committed to contribute towards women and societal upliftment through quality research. This policy applies to all employees (faculty, staff, and student employees) of the Bhagat Phool Singh Mahila Vishwavidyalaya (BPSMV) research community.

Chairs shall be established in the university with the objective to enrich the intellectual environment, strengthen institutional research capacity, expand on the strong record of research engagement, enhance the university society linkage acknowledge, expand outreach and bring prestige to the University.

Chairs shall assist university in building on existing strengths to achieve the critical mass required for major research; in emerging areas or areas of strategic importance to university; and in providing an enhanced training environment for students and faculty by exposing them to important research challenges and opportunities.

This policy supports strategic, coherent, and principled selection of candidates and research areas that advance the strategic priorities of the University.



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1. Definition

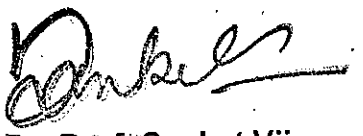
A chair refers to a position created within a Department/Centre/Faculty/Institute/College etc. outside the normal establishment for the purpose of implementing the activities of a specifically funded research for a specific duration. Holders of such a position are governed by specific terms of contract.

2. Justification

Like any other University it is expected from the BPSMV to produce quality and relevant applied research results which contribute towards knowledge updation and societal development. It is therefore imperative that the university ensures that the critical resources, i.e. the research/academic staff are focused on projects that address the strategic needs of the University, issues related to women and societal upliftment especially rural backward women, people, industry, Government, regional and international Organizations.

To meet such needs effectively and efficiently there is need to evolve innovative ways of mobilizing resources. Establishment of professorial Research Chairs is one such innovative means for firstly, enabling faculty members, scholars to conduct high quality research within an academic environment, and secondly, enabling BPSMV to product quality research with high impact.

The idea behind is to prioritize research projects within the University by focusing on project areas which are in accordance with mandate of the University and also beneficial to the industry, society, Government, business community and the nation.


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3. TYPES OF CHAIRS

Chairs are funded with the support of internal and external resources. For purposes of this Policy, the term chair or chair holder shall include internally and externally funded chairs. The chairs may be of different categories, including:

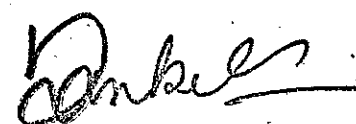
3.1 Industrial Research Chairs :

These are chairs funded by industry to conduct research in areas of interest to the industry. The funding of these chairs is variable, depending on the type of industrial sponsor, the area of interest and the importance of the research chair.

3.2 Endowed Research Chairs :

These are chairs that are supported by individual donors, philanthropists, corporate institutions, foundations and other similar organizations. Also known as Endowed Professorship. Endowed research chairs are used to recognize renowned researchers in various disciplines.

An endowment is established through donations by individuals, families, not-for-profit organizations, or foundations to an academic area designated by the donor. The donated money is invested in an interest-bearing fund in which the principal sum remains intact but the interest provides a perpetual source of annual income. The earned interest may be used to fund other academic or research activities or create new chairs.



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3.3. Special Professorships :

These are opportunities set aside for a fixed period of time depending on the availability of funds (internal/external) to maintain them or the activities included in the professorship. If the professorship has a research focus it is administered in the same manner as a Research Chair.

3.4. Administrative Endowed Chair :

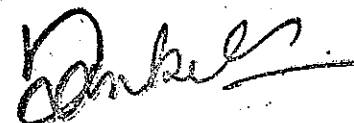
This type of chair provides funds to support teaching, research and service activities of a department, research unit, school or college. This type of chair is reserved for distinguished scholars and teachers and provides funds to chair holders to support their teaching, research, and service, and is supported by a payout from the endowment fund, or a fund functioning as an endowment, or from an annual allocation.

3.5 Government Research Chairs :

These are chairs funded by government agencies viz. UGC/ICSSR/DST/HEC/ICAR/AICTE etc. to conduct research in areas of interest to the sponsoring agency. The funding of these chairs is variable, depending on the sponsoring agency scheme, the area of interest and the importance of the research chair.

4.0 SPONSORSHIP OF CHAIRS

BPSMV shall take the lead to initiate establishment of Research Chairs, especially through seeking sponsorship from industry, government agencies, business community, and international organizations.



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5.0 OBJECTIVE OF RESEARCH CHAIRS

The following are the main objectives of Research Chairs:

- 5.1. To support high quality basic and applied research on specific issues and opportunities that can lead to significant benefit to the University and the public,
- 5.2. To involve the beneficiaries of research outcomes in research activities and ensuring close coordination between the funding agencies, University and beneficiaries,
- 5.3 To enrich the previously traditional means for supporting research activities,
- 5.4. To assist in providing an attractive/conducive professional environment (improved research facilities, research-based income, consultancy, outreach etc.) in order to motivate and retain qualified staff and scholars
- 5.5 To improve transfer of ideas and technology between BPSMV and the women, industry, business community, government and public through intensified inter-disciplinary and applied research.
- 5.6 To engage and tap experience and expertise of other scientists outside the University, and To provide additional research opportunities to undergraduate and postgraduate students.

6.0 RESEARCH AREAS FOR CHAIRS

Relevant areas of chairs will depend upon the availability of adequate resource/funds for research in the identified areas. Further, A Chair shall be established only in an area where there is quantified significant need from the society, industry, business community, government and the public for research on the specific problems.


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The University through its Colleges/Institutes/Faculty/Departments etc., shall only invite sponsorship of Chairs where high-quality research can be anticipated on specific problems and opportunities that can lead to significant benefits for all i.e. the University, society, government, funding agency and the nation, if the research programme is successful.

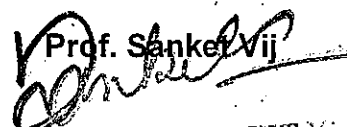
7. PROCEDURE OF RESEARCH CHAIRS INITIATIVE

7.1 Individual Scientist Initiative :

- An individual, on his/her own initiative, shall prepare a research proposal and make initial contacts with a potential donor. The proposal shall be scrutinized by the relevant Department/College/Institute.
- The Faculty/Dean Research and other University level relevant Committee shall evaluate the viability of the proposed Research Chair and make recommendations to the Vice Chancellor.
- The proposal shall be forwarded to the Academic Council and Executive Council for final approval after approval of the Vice Chancellor through the academic branch.
- After Academic Council and Executive Council approval, a formal contact with the funding agency of the Chair shall be made.

7.2 University Initiative :

The University shall take the initiative to raise funds from government/other relevant agencies to support some of the public research chairs considered beneficial and critical for

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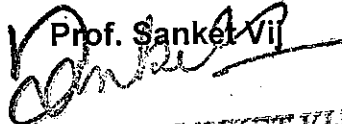
raising the profile of the BPSMV and with direct contribution to the nations' drive towards women empowerment and societal upliftment. The funds should be restricted to internal staff and scholars of the university and shall be distributed on need base. In addition, the University should provide seed money for selected public research chairs to facilitate preparation of fundable research proposals.

7.3 Sponsor Initiative :

The sponsor (eg. individuals, private and public corporations, local and international development partners, Government agencies etc.) can provide funds for a research chair and invite researchers within and outside the University to apply and prepare research proposals for consideration on competitive basis. The sponsor may also have an identified area of research.

8. SELECTION OF CHAIR HOLDERS

- 8.1 A Chair holder is responsible for its overall operation. The conduct of the Chair has, among others, two major components : research leadership and general administration.
- 8.2 The Chair holder shall be an authority in the research subject of the problems to be researched and shall oversee both aspects for the Chair.
- 8.3 The Chair holder should be a person with outstanding research achievements who will be in a position to offer extensive contacts with the institutions related to the research area and the public at large.


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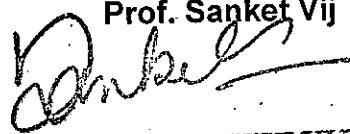
8.4 The following procedure shall be followed when selecting the chair holder:

- If the university or any other external institution provides funds for establishment of a chair, it shall be advertised widely. Interested candidates will be invited to apply.
- Evaluation of applicants shall be done by a Peer Review committee comprising of a maximum five prominent researchers, including at least two from outside the University to be appointed by the Vice Chancellor of the University. The Vice Chancellor shall be the chairperson of the committee and Dean and Chairperson of the concern department shall be the other members of the Peer Review committee.
- Names of the selected candidates shall be approved by the Executive Council for appointment.
- The procedure for the recruitment and appointment of faculty members, research scholars and other staff shall be in accordance with rules/regulations of the University/funding agencies

9. TERMS OF REFERENCE OF A CHAIR HOLDER

The following shall be the Terms of Reference of the Chair Holder:

- 9.1 To oversee the day to day management of the Chair
- 9.2 To oversee and solicit funds for research activities of the Chair
- 9.3 To prepare progress reports for submission to the Vice Chancellor, and the sponsor(s) through the concern Faculty/College/Institute etc. every six months. There should also be an external midterm and end of term evaluations.

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- 9.4 To disseminate research results through publications in refereed journals of international repute, seminar and conference presentation, workshops etc.
- 9.5 To support research activities related to the field of the chair from any Department of the College/faculty/Institute/Department/Centre etc.
- 9.6 To be a vote holder of the funds of the Chair in accordance with the financial regulations agreeable to the BPSMV and the sponsor(s) of the Chair.
- 9.7 In addition to the above terms (in 6.1 to 6.1.6) the chair holders shall be fully answerable to respective the Vice Chancellor, Dean's and other competent authority.

10.0 ROLE OF CHAIR SPONSOR(S)

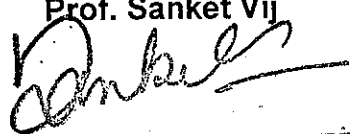
Sponsors shall be required to meet all costs of establishing and operating the Chair.

11.0 NAME OF CHAIR

The name of the Research Chair shall be determined by the hosting College/Faculty/Institute/Department and where the Chair has been initiated by a sponsor, BPSMV and the sponsor shall agree on the name of the Chair.

12.0 DURATION OF CHAIR

- 12.1. The duration of a research chair shall be not less than five years. However, if progress is not satisfactory, based on mid-term evaluation, the Board of College/Faculty/Institute/Department may recommend discontinuation of the Chair holder and re-advertise the post.

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- 12.2. For Chair holders if BPSMV regular staff member, once the project is over they shall resume their positions in the Departments and there experience shall be counted in the respective services for promotions and other related benefits. Their seniority shall be maintained.
- 12.3. For Chair holders if not BPSMV regular staff members, the duration of contracts with BPSMV will depend on the duration of the project and results of the evaluation report. No claim for absorption in the University shall be considered in any case.
- 12.4. Research Chairs may be discontinued by agreement between the University (upon authorization of Academic and Executive Council on the recommendation of Vice Chancellor) and the Sponsor

13.0 MONITORING AND ASSESSMENT OF THE CHAIR

- 13.1** The College/Faculty/Institute/Department and relevant committees shall oversee the internal evaluation and monitoring mechanisms to ensure effective and productive performance of Research Chairs.
- 13.2** The Board shall appoint an external review team for each Chair at mid-term before its expiry. The review team shall comprise members from the sponsoring organization and other institutions which have expertise in the areas of interest of the chair.
- 13.3** The chair holder shall maintain all the Research record – data, results, publications, performances, exhibitions, or related facts that are a result of research; includes, but is not limited to, research proposals, notes, laboratory and primary data records (electronic and physical); abstracts; theses; progress reports;

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internal reports; presentation and conference materials; peer-reviewed journal articles; performances; and exhibitions.

13.4 The copyright shall be shared by the researcher and sponsors.

13.5 Annual reporting is required of all Research Chairs.

13.6 Internal Mid-term review is required of all Research Chairs and will be coordinated by the Research Office in collaboration with Faculty Research committees.

13.7 Research Chairs that are renewable after a completed term must undergo an internal and external performance evaluation.

13.8 Following a negative recommendation by the Council Committee on Research, the vice chancellor is competent to take appropriate decision however the decision shall be reported in the upcoming meeting of Academic and Executive Council.

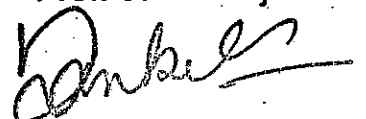
14.0 STUDENT PARTICIPATION

Students (postgraduate, M. Phil. and Ph. D. level) shall participate in the research activities of Chair. The JRF, URS shall be allowed to get registered in the research chairs in accordance with their specialization and after completion of research work as per Ph. D. Ordinance of the University, Ph. D. degree shall be awarded to such candidates. Modalities for involving postgraduate students in such activities shall be worked out by the concern departments through updation in scheme and syllabus of concern programme.

15.0 FINANCIAL AND ADMINISTRATIVE REGULATIONS

The BPSMV/Sponsoring Agencies financial and administrative regulations shall be applicable on the Management of the Research chairs.

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16.0 GENERAL PROCEDURE FOR CHAIR APPROVAL

16.1 Proposal related to establishment of the Chair must be submitted to the Vice Chancellor including all supporting documents viz.

- Theme and Scheme of the Chair,
- Name of the Chair
- Financial Feasibility Plan for at least five years,
- Sponsoring agency details and Confirmation of commitments to meet the requirements by the sponsors/funding agency, and terms and conditions of sponsorship
- Funding of salary, contingency, maintenance, infrastructure, equipments, furniture & fixtures and all other expenses
- Infrastructure and other requirements,
- Budget projections and Statement of revenues and expenditures,
- Human Resource requirement and planning,
- Duration of the proposed chair,
- Target group,
- Projections of research and scholarly activities and research plans
- Financial, Administrative and Academic Rights and Responsibilities of the Chair staff
- Eligibility conditions, service rules of staff (teaching, research and nonteaching), constitution of selection committee,
- Responsibilities, liabilities of the University
- Performance Evaluation Benchmarks and Procedure
- Publication and Copyright policy
- and other relevant documents....

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through the Head of the concern Department/Institute/Centre/Faculty etc.

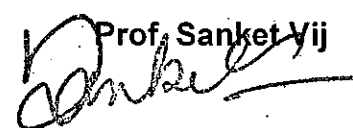
16.2 The proposal shall be approved by the DSC and Faculty of the proposing Department/Institute/Centre/Faculty etc.

16.3. The proposal must describe how the Chair supports the appropriate University research plans, impact on quality enhancement of teaching and research activities or furthering the objectives of the University.

16.4. The proposal for the establishment of Chair shall be approved by the Academic Council, Finance Committee, and Executive Council of the University.

16.5. The proposal of the chairs shall ensure that the chairs :

- are established and administered through a rigorous process designed to optimize their effectiveness in advancing the University's research strategies and plan;
- are aligned with the goals and objectives of the University's research frameworks and plans;
- Where applicable, are financially viable based on the scope and objectives of the initiative.
- shall ensure budgetary sustainability and to avoid unfunded salary and other liabilities, proposing department must identify and develop financial plan.
- After approval of the Academic Council, Finance Committee and Executive Council, a formal contact with the funding agency of the Chair shall be made. The contract shall be signed by the registrar and sponsor(s) of the Research Chairs.


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