



RESEARCH POLICY

I. Policy for Promotion of Research

- i. Providing infrastructure through the research centre on the campus.
- ii. Encouraging faculty members to pursue Ph.D.
- iii. Encouraging faculty members with Ph.D. to apply for recognition as research guides
- iv. Urging the faculty to apply for major and minor research grants provided by the government agencies, UGC, University of Mumbai and college.
- v. Showcasing the research carried out by the faculty members and the students through institutional peer-reviewed, recognised journals, 'Nav Manthan' and 'ENVISAGE'
- vi. The college also strictly prohibits plagiarism at all levels and facilitates the monitoring and mitigation of malpractices through online tools.
- vii. Inculcating a research culture among students by mentoring and encouraging them to participate in Avishkar (a research convention), Research Fair (a national paper presentation competition), etc.

II. Policy for Seed Money for Faculty

College is committed to provide funds as Seed Money for research development projects. The projects submitted for seed money are scrutinized by the Research & Development Cell, and seed money is distributed based on the committee recommendations.

III Policy for research publication in college journal

- i. The researcher will carry out research in compliance with college and university regulations and codes. This includes all legal, regulatory, and ethical requirements laid down by the college, university, or other statutory bodies.
- ii. The researcher shall observe fairness, transparency and openness, equity, and intellectual honesty to avoid, declare, and manage actual or potential conflicts of interest.



- iii. Disclosure is to be made in the event of any conflicts of interest that could potentially influence the research or its interpretation.
- iv. Ghost authorship and gift authorship are strictly not allowed.
- v. Any form of plagiarism, including self-plagiarism, must be avoided.
- vi. Researchers are required to mention the sources of funding for the research (if any).
- vii. Authors should not submit the same work to multiple journals or projects simultaneously.
- viii. Only original research work undertaken by the author will be published.
- ix. The authors are required to give an undertaking that the work is original and not published or sent for publication elsewhere.
- x. The committee will provide clear and transparent information about the review process to authors and reviewers.
- xi. The authors are advised to submit their details on a separate page along with the article.
- xii. The paper, once sent for peer review, cannot be withdrawn.
- xiii. The reviewers will suggest modifications or instructions as deemed fit.
- xiv. These suggestions will be sent to the main author to make the necessary amendments to their paper.
- xv. The revised paper, comprising the suggestions recommended, should be sent back within 15 days to the editorial board for further processing.
- xvi. The editorial board reserves the right to make any editorial amendments required to be made to the article to meet the required benchmark of the journal.
- xvii. The policy shall be updated based on emerging best practices or changing needs as required.

IV Policy for admission into PhD Course

- i. The college is running a Ph.D. Centre in Business Policy, Administration, and Accountancy. The college invites Ph.D. applications in accordance with UGC rules and regulations.



- ii. Applications are evaluated, and those who meet the qualifying requirements are invited to an interview.
- iii. The college notifies the selected candidate post-interview.
- iv. The candidate is required to be admitted to the College Research Centre and pay the appropriate fee.
- v. The selected candidate has to deliver a presentation in front of the RAC members.
- vi. After finalising the research proposal in accordance with the suggestions of the guide and RAC members, the candidate can register with the University of Mumbai and request topic approval after submitting the research proposal.

V Policy for Major/Minor research projects (MRP)

- i. Candidates need to submit a comprehensive application, including a research proposal with the necessary documents, to the college principal.
- ii. The Research & Development Cell will verify whether candidates meet the specified criteria for applying for an MRP with UGC, university, or management.
- iii. The Research & Development Cell will organise a presentation to evaluate the feasibility and significance/relevance of the MRP proposal.
- iv. Based on the candidate presentation, the Research & Development Cell will submit a detailed evaluation report, analysing the strengths, challenges, and limitations of the MRP proposal.
- v. The Research & Development Cell provides recommendations based on the proposal's merits.
- vi. Candidates should revise the proposal as necessary, making alterations based on feedback.
- vii. The principal issues a letter of topic approval to the candidates if the college is funding the projects.
- viii. Upon approval, the candidate will receive the first instalment of the sanctioned grant from the college accountant.



- ix. The candidates are required to submit timely progress reports to the Research and Development Cell, mentioning the research advancements.
- x. The candidates are required to present the final project report to the Research and Development Cell for assessment.
- xi. A letter or certificate acknowledging the completion of the MRP will be issued to the candidate.

Note: In the case of an MRP application to be submitted to an external agency, the teacher should incorporate the changes suggested by the Research and Development Cell, and thereafter, the teacher is required to complete the formalities with the external agency for the enrolment of the projects. The committee shall take responsibility for maintaining the confidentiality and anonymity of the research topic.

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Principal