



# SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

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## Institutional Policy

Sree Narayana Guru College of Commerce has devised a holistic infrastructure care framework to maximise the use of its physical, educational, and support amenities. The framework provides direction to members of the college community on how to optimise the use of these resources for both academic and extracurricular activities, and it also includes a routine maintenance program and a periodic replenishment schedule for vital facilities. The college's policy is to have an efficient mechanism for the maintenance of its infrastructure and other amenities, in order to ensure that these resources are used to their full potential and that the college functions effectively.

## Promotion of Research Policy

### Objectives:

Sree Narayana Guru College of Commerce is dedicated to instilling and maintaining a culture of research, inquiry, and innovation among students and faculty. The college believes that research is essential for the advancement of knowledge and the development of new solutions to the challenges facing society. The purpose of this policy is to establish a framework for conducting research and promoting applied research and innovation.

### The goals of promotion of research policies are:

1. To foster a culture of creativity, excellence and innovation in research.
2. To uphold the highest standards of quality, ethics and integrity, and to ensure compliance with legal, and regulatory standards in research.
3. To enable and strengthen national and international research networks and cooperation.
4. To stimulate and support consultancy and industry partnerships.
5. To enhance the visibility and impact of research outputs and outcomes.
6. To promote diversity and inclusion in research.
7. To ensure the sustainability of research.



### **Promotion of Research and Innovation:**

This policy shall apply to all individuals engaged in research and innovation activities under the aegis of the College. The college upholds the academic freedom of students and faculty by:

1. Affording them the liberty to conduct research in their areas of interest.
2. Ensuring the freedom to communicate their research findings and opinions to a wider audience.

The college embraces policies that cultivate a conducive environment for research by allocating material and human capital to research endeavors based on the intellectual and pedagogical worth of the proposed research. The college's vision is to provide the optimum support to foster research.

### **The college has the objective of providing staff and students with opportunities to:**

1. Participate in seminars, workshops, conferences, Faculty Development Programs and improve their research skills.
2. Collaborate with organisations and associations so as to obtain new knowledge and support in research activities.
3. Publish papers in UGC Care and ISSN high-impact journals.
4. Encourage attending and presenting research papers in conferences by covering the costs.

### **Funds for Research**

The funds will be allocated in the following way:

1. Donations from individuals, donors and benefactors.
2. Patronages and sponsorships.
3. Collaborations organizations like University of Mumbai and other Non - governmental organisation to foster research.

### **Policy Statements:**

1. **Areas of Research:** The college welcomes and approves research propositions where these endeavors have high potential for applied learning experiences for learners, to enhance instructor expertise, or contribute to the social, cultural, or financial welfare of society.



2. **Research Programs:** The college acknowledges the need to nurture young faculty and students into research. The college shall support research programs focusing on individuals requiring more attention like young faculty, women and students. The college shall organise funds from its budget or from funding agencies. The Principal and the Management shall guide and bestow these programs.
3. **Determination of Focus areas:** Although the researchers have the liberty to choose their own topics for research, it is highly desirable to make research socially pertinent. The college expects the different departments to have a focus area of research, with a view to be concentrated in their efforts and speciality.
4. **Funding for research:** The college will provide supervisory and economic support to help faculty submit research proposals to outside organisations.
5. **Research Projects:** Researchers at the college are encouraged to share their findings through publications or patents. They can submit their research proposals to any public or private institution, regardless of their size or scope. The college provides support and resources to help researchers navigate the publication and patenting process.
6. **Publication of Research in Journals:** Faculty are expected to share their research findings with the academic community through peer-reviewed publications. The college encourages faculty to publish their research in journals that are indexed in SCOPUS or listed in UGC-Care. These journals are recognized as being of high quality and credibility, and their indexing ensures that faculty research is accessible to a wider audience.
7. **Intellectual property, Copyright, and Patents:** The college champions the intellectual property rights (IPR) of its research community, including patents and copyrights. The college will guide faculty, researchers, and scholars about these rights on a regular basis.
8. **National and Global Research Collaborations:** The college promotes collaborative research between its faculty and peers from renowned national and international universities and institutions. The university may also enter into memoranda of understanding (MOUs) with organisations engaged in research to conduct research.





## 9. Workload and Incentives:

The college values research activities and scholarly work relevant to applied research and innovation and treats such activities as workload assigned to faculty taking into account the normal workload linked to those individuals.

College offers various incentives to faculty actively conducting and participating in research activities, including 100% reimbursement of registration fees of Faculty Development Programme, seminar, conferences and publication charges provided prior intimation is given to the Research Cell.

10. **Compliance and Safeguards:** The College and its researchers shall abide by all relevant policies of the College, any funding body, and all legal obligations. The College offers reasonable safeguards to protect sensitive and confidential information entrusted to it, and complies with data protection requirements of funding agencies as stipulated in any agreements between the College and the funding agency.

11. **Research Integrity:** Research integrity entails the eschewal of prevarication, deception, or plagiarism of research at any juncture of the research process, encompassing proposal, conduct, review, or reporting. Research integrity does not encompass a veracious error or a divergent perspective. The College deems research integrity as a pivotal facet of research. The College has instituted a mechanism for redressing all imputations of research integrity and ascertains that the procedures for scrutinising and resolving research integrity are equitable and impartial for all parties implicated.



**Principal**

Sree Narayana Guru  
College  
P. L. ...  
Chembur



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## Policy on Financial Assistance for Faculties

The policy on financial support to faculty is in effect to assist faculty in attending conferences and workshops organised by institutions of national / international repute, universities, and colleges, as well as to cover the cost of membership in professional organisations.

### Objectives:

1. To motivate the teaching staff to present their research papers at seminars and conferences
2. To enable the teaching staff to network with other researchers and professionals in their fields, and to learn about new trends, challenges, and developments.
3. To empower the teaching staff to enhance the quality of teaching and learning, to conduct cutting-edge research, to engage in outreach activities, and to contribute to the governance of the institution through participation in conferences and seminars.
4. To boost their academic standing in accordance with UGC's criteria and expectations.

### Guidelines:

The primary domains for granting financial support to the teachers to improve

1. Pedagogical and related endeavors
2. Research and related academic undertakings

### On-Duty Leave Policy:

The following are the purposes for which duty leave/s may be granted:

1. Participating in academic and professional gatherings, such as conferences, symposia, and seminars, on behalf of the college, and attending meetings of recognized teacher associations.
2. Presenting lectures and conducting workshops at other academic institutions, as invited by those institutions, and approved by the college's Principal and Management.
3. Serving as an external viva examiner at another academic institutions, research institutes, or other organisations, as assigned by the college or university.



4. Serving on a delegation or committee appointed by the UGC, university, or other academic body.
5. The length of the leave will be determined by the sanctioning authority on an individual case basis not higher than 20 days of the total teaching days in the academic year

**Eligibility for Financial backing:**

Financial backing may be rendered for the following reasons:

- a. or teachers who present keynote speeches or any other lectures. Those who contribute a paper to a conference, workshop or for publication in a UGC-Care or ISBN / ISSN journals.
- b. Those who take membership from professional bodies.
- c. Those who are invited for keynote speaker, chief guest, guest of honour for a conference / seminar.
- d. For augmenting knowledge foundation through training, symposia, and other professional development activities.
- e. For Faculty Development Programmes (FDP) and professional programmes.
- f. 100% reimbursement allowed all those are follow the formalities for the reimbursement

**Application Guidelines:**

Staff members shall submit their application for permission regarding conference registration / publication to the Research Cell incharge after the consent from Department Coordinator and Time table committee incharge well in advance. After that it should be approved by the IQAC Coordinator.



**IQAC Coordinator**

**Date:** 26/02/2021

**Place:** Chembur



**Principal**

**Principal**

Sree Narayana College

College

P. L. Chembur

Mumbai