



MAHARASHTRA EDUCATIONAL SOCIETY'S
H. K. COLLEGE OF PHARMACY

Approved by Pharmacy Council of India, A.I.C.T.E., D.T.E., Govt. of Maharashtra & Affiliated by University of Mumbai
UNIVERSITY CODE NO. 738 A.I.C.T.E. APPROVAL NO. 06/07/MS/PHARM/2006/2007 D.T.E. CODE NO. Ph3234

Vision: To be recognized as the Institute providing Quality Education in Pharmacy to serve the Healthcare Sector.

4/7/22

RESEARCH POLICY

Educational institutions are required to engage in three activities: teaching, research, and extension. One of the most significant aspects of academic activity that helps the institution attain success in the field of education is research. It also involves knowledge acquisition and development quality. Efforts to conduct research and development assist to produce and spread new avenues of knowledge, promote innovation, and motivate better learning and teaching among H K College Pharmacy faculty and students. Research is the foundation of knowledge that allows for the construction of cutting-edge facilities, the promotion of research publications, the development of collaborations, and the participation in an active community that shares the mission objectives. Taking these factors into account, H K College Pharmacy developed and implemented its Research Policy.

Purpose

The goal of the Research Policy is to foster a lively research environment among academics and to instill research aptitude in students. The policy will serve as an overall foundation for conducting research operations. It also strives to find thrust areas of study with social relevance, thereby promoting the college's Vision and Mission. The research policy also emphasizes service to society and the nation as a whole.

Scope

The Research Policy forms the foundation of the college's research ethics and is adopted in all departments, as well as serving as the rules for the college's Research Council's operation. The Research Policy shall establish a Research Advisory Cell to assist and advise the Principal, HK Pharmacy institution, and Academic Council on subjects pertaining to research within the institution.

Objectives of Research Policy

1. To raise desired research awareness among H K College of Pharmacy faculty members.
2. To foster a proper research culture through various research initiatives and programs.
3. To encourage faculty members to publish research papers in peer-reviewed journals and to participate in a variety of research projects of social and academic significance.


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4. To produce a research journal and to provide a dais to faculty members, as well as researchers and academics from the college and across the country.

5. Raise awareness in society through various research activities and by publicizing any socially beneficial research projects that the college may undertake.

The college shall have a well-defined research cell which has framed guideline for the scholar, teachers and all other concerned personnel.

1. To encourage original quality basic and applied research in the field of pharmaceutical sciences.
2. To identify the emerging areas of research and encourage the faculty members to undertake research in these areas.

3. To establish linkage (MOU's) with research institutes, industries and business organizations to identify potential areas of research, for sponsored and consultancy projects.

4. To encourage faculty members to get research projects from National Funding agencies like SERB, DBT, DST, ICSSR, AICTE, UGC and other such institutions.

5. To provide financial assistance for publication of patents, research papers and research findings and to encourage faculty and research scholars to take benefits of HKCP's Research Incentive Policy.

7. To offer a suitable platform to the faculty members, scholars and students of H K College of Pharmacy to present their research findings in national and international conferences.

8. To organize various workshops to develop appropriate research skills among the scholars and faculty members.

9. To depute faculty members to various workshops, symposia, seminars and conferences in their respective fields to upgrade their research skills and knowledge.

10. To establish suitable infrastructure in the college that will help to undertake different research projects.

11. To undertake all other such activities which will inculcate research culture in the college.


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GENERAL GUIDELINES FOR PUBLISHING RESEARCH MANUSCRIPT

1. A researcher can have the right to be acknowledged as an author provided he/she has contributed in conceiving or design of the study or in analysis and interpretation of data or in critical evaluation of the content.
2. The name of the institute(s) should be acknowledged where the work has been carried out.
3. All publications should be in Scopus/Web of Science indexed, Peer reviewed/ UGC Care list journals. Caution to be exercised of Predatory journals. Contributions made should be free from plagiarism.
4. All faculties should provide the details of published manuscripts to the concerned committee regularly.
5. All faculty should be actively involved in applying for grants, patents, consultancy and research projects, in presentations/attending seminar or workshops or conferences, involved in research or review publications, enrolled in FDP or NPTEL or Swayam courses.
6. In case of research publications, calendar year will be considered.

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4/7/22



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SOP FOR CONSULTANCY/ SPONSORED PROJECTS

A letter of interest from industry or organization to college for a research work to be initiated



After sanction from authority, a letter from college to industry/ org stating the projected cost under each head (as per policy) with conditions and approval by org. P.I is assigned.



Preliminary meeting with RDC/ARC and sanctioning of ethical approval, work started.



During the said schedule both parties can meet regularly for process checks and solving problems if any.



After the work is complete, a dossier duly prepared by P.I signed by authority is submitted with necessary publications/patents applications.



Final Finance settlement by other party if any.

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SOP for Research Grants

Apply for major/minor project grant through UGC/AICTE/SPPU/Other funding bodies



Receipt of selection letter/ or invitation for presentation for selection



Receipt of sanction letter with 1st installment in college grant account



Process for purchase of chemicals/ equipments /books from installment amount initiated for project work



Project work commenced, yearly report sent with authorized audited statement



Remaining installment received if any, work completed, Utilization Certificate sent, Audit done by funding body.

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POLICY DOCUMENT FOR INCENTIVES FOR RESEARCH AND PUBLICATION POLICY FOR TEACHING FACULTY (w.e.f 2023-24 onwards)

Sr. No	Particular	Condition	Incentive
1.	Consultancy services(Res Projects)	-	Concerned P.I -70% of total project charge College share - 30% of total project charge
2.	Sponsored projects	-	College overhead charges- 10% of total project charge
3.	Testing Charges	-	Concerned faculty -30% Operator/Technician-10% Administrative, Finance and Supporting staff- 10% College share - 50%
4.	Training Programs through MOU's	-	Concerned faculty -10%*-40% Administrative, Finance and Supporting staff-5%*- 10% College share – 50%*-85% *Only Co-ordination activity
5	Research paper publication	Thomson Reuter/Clarivate impact factor (Indexed in Scopus or Web of Science)	Impact factor 0-1= 1000 Impact factor 1.1-1.9= 1500 Impact factor 2-2.9= 3000 Impact factor >3= 5000 (NOTE: Can avail incentive either from HKCP's Academic and Examination Dept or from parent college only)
6	Book Chapter	National/international Publication with ISSN/ISBN	National- 1000/- International-2000/-
7	Patent	National/International	As per Mgmt directives
8	Membership fees	National bodies	As per Mgmt directives
9	Attending National/International conference or presenting projects to funding agencies	Student/Faculty should be presenting paper	Registration fees, TA and DA


Mr. Waseem Javed Khan

General Secretary

Maharashtra Educational Society

General Secretary

Maharashtra Educational Society

Oshiwara, Jogeshwari (W), Mumbai-102.