



# **Research & Development Cell (RDC)**

## **Policy Document**

Sullamussalam Science College, Areekode  
Affiliated to the University of Calicut  
Kerala | India

## **1. Preamble**

Sullamussalam Science College, Areekode, a recognized research centre of the University of Calicut, is committed to promoting a vibrant, ethical, and impactful research culture aligned with the National Education Policy (NEP) 2020. This Research Policy is formulated in accordance with the University Grants Commission (UGC) Guidelines for Establishment of Research & Development Cell (RDC) and the Research Regulations of the University of Calicut. The policy aims to strengthen institutional research governance, enhance quality research output, and ensure societal relevance of research.

## **2. Vision**

To establish Sullamussalam Science College as a centre of excellence in research and innovation, contributing to knowledge creation, societal development, and national priorities through ethical and interdisciplinary research.

## **3. Mission**

- To create a conducive ecosystem for high-quality research and innovation.
- To promote interdisciplinary, multidisciplinary, and translational research.
- To support faculty, researchers, and students in securing research funding and producing impactful outcomes.
- To align institutional research with societal needs, Sustainable Development Goals (SDGs), and Atma-Nirbhar Bharat initiatives.

## **4. Objectives**

- To institutionalize a robust research governance framework that enhances quality, relevance, and impact of research.
- To promote high-quality research publications, patents, funded projects, and innovations.
- To foster outcome-oriented research culture among faculty and students through continuous improvement.
- To strengthen interdisciplinary and collaborative research addressing societal, regional, and national priorities.
- To ensure ethical research practices, integrity, transparency, and compliance with University and UGC regulations.

## **5. Scope**

This policy applies to all faculty members, research scholars, post-doctoral fellows, students, and staff involved in research activities at Sullamussalam Science College, Areekode.

## **6. Research Governance Structure**

### **6.1 Research & Development Cell (RDC)**

The Research & Development Cell (RDC) functions as the central mechanism for research planning, execution, coordination, monitoring, and documentation within the institution.

### **6.2 Research Advisory Council (RAC)**

- Chairperson: Principal, Sullamussalam Science College
- Members: Senior faculty with research credentials, external experts, and Director–RDC
- Role: Strategic planning, policy approval, monitoring research performance, and overall research governance

### **6.3 Director – RDC**

The Director–RDC shall coordinate all research-related activities, facilitate research promotion, ensure proper documentation, and support departments in strengthening research output.

### **6.4 RDC Committees**

Committees shall be constituted for:

- Research Promotion & Funding
- Ethics, Integrity & Plagiarism
- IPR, Innovation & Incubation
- Research Monitoring & Evaluation
- Capacity Building & Training

## **7. Research Thrust Areas**

The College shall identify priority research thrust areas based on:

- Faculty expertise and research strengths
- Regional, national, and global societal needs
- Emerging technologies and interdisciplinary domains

Research clusters and Centres of Excellence (CoEs) may be formed to promote collaborative research in identified thrust areas.

## **8. Research Promotion and Support**

- Facilitation of research proposal preparation, submission, and execution to improve funded projects per faculty.
- Encouragement of publications in UGC-CARE, Scopus, and Web of Science indexed journals, contributing to .
- Institutional support for organizing conferences, workshops, FDPs, and seminars relevant to .
- Promotion of consultancy, industry-sponsored research, and extension-based research aligned with .

## **9. Human Resources, Faculty Advancement and Student Research Promotion**

### **9.1 Strategies for Enhancing Student Research**

- Introduction of Student Research Promotion Scheme (SRPS) to encourage UG and PG students to undertake minor research projects, surveys, prototypes, and case studies.
- Allocation of faculty mentors to student research teams to promote inquiry-based and experiential learning.
- Integration of student research outcomes into curricular projects, dissertations, internships, and community-based research, supporting NAAC Criterion I and III.
- Institutional support for student participation in research conferences, hackathons, ideathons, and innovation challenges.
- Establishment of Student Research Clubs / Forums under RDC for peer learning, proposal writing, and publication support.

### **9.2 Faculty Promotion and Research Career Advancement**

- Research performance shall be recognized as a key parameter for faculty appraisal, promotion, and leadership roles, in line with UGC and institutional norms.
- Faculty shall be encouraged to publish in high-impact journals (Scopus/WoS/ UGC-CARE), secure funded projects, and generate IPR.
- RDC shall facilitate mentorship for early-career faculty through senior researchers and external experts.
- Recognition of research supervision, project leadership, consultancy, and interdisciplinary initiatives in faculty performance reviews.

## **10. Financial Assistance and Incentives for Quality Research Outputs**

### **10.1 Incentives for Quality Publications**

- Financial incentives for faculty and students publishing in Scopus, Web of Science, and UGC-CARE listed journals, with higher incentives for Q1/Q2 journals.
- Institutional reimbursement or partial support for Article Processing Charges (APC) in reputed open-access journals, subject to availability of funds.
- Recognition awards for highly cited papers, collaborative publications, and interdisciplinary research outputs.

### **10.2 Support for Research Projects and IPR**

- Seed funding for proposal development and pilot studies to enhance success rates in external funding.
- Financial and procedural support for patent filing, copyrights, and technology transfer.
- Revenue-sharing mechanisms for commercialization of research outcomes as per institutional IPR policy.

## **11. Research Ethics, Integrity and Responsible Conduct of Research**

- Mandatory adherence to ethical guidelines prescribed by UGC, NAAC, and University of Calicut.
- Establishment of Institutional Ethics Committee (IEC) and adherence to bio-safety and data protection norms.
- Mandatory plagiarism screening for theses, dissertations, and publications using approved software.
- Continuous sensitization on research misconduct, predatory journals, and responsible authorship practices.

## **12. Research Information Management System (RIMS)**

The College shall maintain a centralized Research Information Management System to:

- Capture department-wise data on publications, citations, funded projects, patents, consultancy, and MoUs.
- Maintain an Institutional Repository linked to national repositories such as ShodhGanga and INFLIBNET.
- Support transparency, internal reviews, and evidence-based planning for research development.

## 13. Funding and Financial Management

- Creation of a dedicated research corpus fund subject to availability of resources.
- Transparent financial procedures aligned with funding agency and institutional norms.
- Facilitation of CSR and external funding for research and innovation.

## 14. Research Monitoring and Evaluation

- Periodic review of research projects, publications, and innovation activities through RDC committees.
- Internal reviews and SWOC analysis to improve research quality and productivity.
- Monitoring research performance indicators relevant to institutional goals and University requirements.
- Documentation of best practices, outcomes, and impact for continuous improvement.

## 15. Capacity Building

- Organization of research methodology workshops, FDPs, and skill development programs.
- Training on advanced research tools, data analysis, and emerging technologies.
- Encouragement of student participation in research, innovation, and startup activities.

## 16. Internal and External Research Collaborations

### 16.1 Internal Collaborations

- Promotion of interdepartmental and interdisciplinary research projects within the institution.
- Formation of research clusters aligned with institutional thrust areas.
- Shared use of laboratories, data, and expertise across departments to optimize resources.

## 16.2 External Collaborations

- MoUs with universities, research institutes, industries, startups, NGOs, and government agencies for joint research, consultancy, and knowledge exchange.
- Participation in national and international research consortia to enhance visibility and funding opportunities.
- Encouragement of faculty and student exchange programs, joint publications, and co-supervision of research.
- Collaboration with incubation centers, innovation hubs, and alumni entrepreneurs to strengthen translational research.

## 17. Policy Review and Amendments

This Research Policy shall be reviewed periodically by the Research Advisory Council. Amendments may be made in accordance with changes in UGC regulations, University of Calicut norms, and institutional requirements.