



Research policy - KMCT Dental College

Name of the Policy/ Guidelines	Research Policy
Short Description	Policy and guidelines on research, grants and incentives for faculty and student research
Scope	This policy is applicable to all faculty, students and research scholars of KMCT Dental College
Policy status	Original
Revision	1 st Revision
Approval Date of the policy	16/07/2021
Approval authority	Institution Head- KMCT Dental College



Introduction

Scientific research is a field which has improved the understanding of intricacies and has led to the advancement of scientific knowledge. Research helps in pursuing one's interest, learn something new and achieve problem solving skills. Advanced scientific knowledge in higher education paves pathway to quality research, promotes innovation and enhances quality education.

Research is a valuable tool for building one's knowledge and facilitates learning. It promotes confidence in reading, writing, analysing, and sharing valuable information.

Purpose of the research policy:

To instil research among faculty and students both under graduates and post graduates and act as a guide to carry out various ethical research activities.

Scope of the research policy:

Research policy is adapted by KMCT Dental College which will help the researcher undergraduate, postgraduate students, internship students and faculties to conduct research.

This policy aims at forming a framework for quality research and adhering to the principles of research ethics. All researchers doing research here will be adequately supported and shall have the right to publish or patent their research outcomes.

Research policy will uplift ethical principles which include design, implementation of research, prevent scientific misconduct and ensure respect towards society.

Objectives of the policy:

- To encourage research culture
- Facilitate Faculty and students in research activities
- Ensure research outcome is published in high indexed journals or journals with high impact factor.
- Ensure patenting the research outcome.
- To help incubate novel ideas and research projects,
- Encourage Collaborations with other organisations or institutions nationally and globally
- Facilitate research through mobilization of resources and funding
- To maintain and adhere to research ethics and integrity
- To ensure that the research policy along with the administrative support creates an excellent research environment



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Research committees for promotion of Research in KMCT Dental College

1. KMCT DC research committee
2. Doctoral committee
3. Publication guidelines committee
4. Institutional Ethics Committee
5. Institution Incubation centre
6. Scientific Review committee
7. PG Research coordinator
8. UG Research coordinator
9. Institution Grant coordinator

Research policy Guidelines

1. Research Ethics

The stake holders should strictly follow the code of ethics for research in the institution and should uphold the general principles of ethics like-

- 1.1 Being honest and sincere with beneficiaries and respondents
- 1.2 Avoiding bias in research process
- 1.3 Obtaining informed consent from the participants
- 1.4 Respect the person or the respondent
- 1.5 Maximise the benefits of the participants and minimise any harm to the respondents
- 1.6 Responsibly publish the outcome to promote knowledge
- 1.7 Protecting the anonymity and confidentiality
- 1.8 Be non-discriminative, accept encouraging comments and constructive feedback and respect intellectual property

2. Faculty Research

- 2.1 All the faculty members should undertake quality research and demonstrate quality publications and conference participation.
- 2.2 Encourage research activities that are novel and socially relevant. Research output will be a criterion for faculty promotion or incentives.
- 2.3 Based on the provision available the institution will support the faculty in research activities by providing
 - Seed grants.
 - Manpower assistance if needed.
 - Grants for research training.
 - Research incentives.
 - Facilitate collaborations with other organisations.
 - Provide guidance to avail grant for research purpose.
 - Provide grant for imparting research training



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- Travel grants and financial support for attending national and international conferences
- Provide duty leave for researchers to undergo research activities in other institutions or organisations.
- Promote fellowship and PhD programs and facilitate the faculty members in terms of financial aids and duty leaves for these programs as per the program guidelines.
- Facilitate short term courses for academic progression.
- Provide financial aid for publication in high impact journals.

3. Student Research

3.1 Institution will encourage undergraduate and post graduate students for research projects in addition to the bounded research work prescribed in their curriculum.

3.2 Additional support by providing mentors or advisors for research program and adequate guidance for applying research grants like ICMR and other student research projects

3.3 Training the research supervisors

This institution will emphasise on training the advisors for proper mentoring and supervising for research activities.

3.4 Responsibilities of student guide/supervisor/mentor

- Ensure that the student is advised about obligations in respect to academic integrity and research ethics
- Ensure that the student has a framework of the proposed research project.
- Guide the students in every stage of research particularly in ensuring ethical clearance of the study proposal.
- Provide relevant documents or help in search of study materials required for the study purpose.
- Help in tabulation of the data and guide in statistical analysis
- Ensure that the data is free from any malpractice and maintain standards of publication ethics
- Contribute in the publication if the researcher wants the study outcome to be published
- Acknowledge the institution and other collaborators if included during the study in publications.
- Conduct research activities within the regulatory frame work avoiding any accidental injury to person, respondents or property. Strictly follow the institutional code of ethics.
- Obtain approval from all regulatory boards prior to the commencement of the study.



4. Research Support and Expectations:

- 4.1 Institution will also entertain fellow students from other institutions or organisations to carry out their research work in various departments within the campus
- 4.2 More internship research programs will be entertained and the students will be rewarded for the best scientific presentation which can be presented in the form of a poster or a paper during inter college or inter departmental research programs.
- 4.3 Undergraduate publications will be highly appreciated and rewarded.
- 4.4 Quality of thesis and publications will be maintained in high standards,
- 4.5 Institution aims at novel research which would be beneficial to the society
- 4.6 Research output should be published with institutional affiliation
- 4.7 All patents should be applied as per the norms and guidelines of the institution.

5. Collaborative research

- 5.1 In case of collaborative research involving other institutions or organisations the principal investigator should follow the research policy and comply to the regulatory guidelines as per the memorandum of understanding as well as other terms and agreements.
- 5.2 During publication of research outcome or patent, a prior agreement has to be done defining the role of each researcher

6. Funds and its management for research

- 6.1 Seed grants will be sanctioned by the institution for various research activities.
- 6.2 Institution will provide support and guidance in applying for various other financial aids.
- 6.3 Funds that are administered will be accounted honestly by the principal investigator and will be utilised for the study and publication of its outcome.
- 6.4 The institution will take responsibility in helping the principal investigator in managing the funds.
- 6.5 Source of funding if any will be acknowledged in the publications.
- 6.6 Documents related to sanction of grants, expenses incurred will be maintained by the principal investigator and handed over to the institution research committee through the institutional grant coordinator for accounting purpose and these documents will be periodically audited. Finally, a completion report and the outcome has to be submitted to the research committee.

7. Conflict of interest:

- 7.1 Any conflict of interest has to be disclosed by the researcher.



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8. Research misconduct:

8.1 To maintain research integrity and research ethics, the institution will not entertain any malpractice or misconduct and in case reported strict disciplinary action will be ensured

9. Publication criteria:

9.1 Institution aims at publications in journals of high impact factor indexed in Web of Science. Scopus or Pubmed.

9.2 This institution strictly avoids plagiarism to promote academic integrity and maintain standards of higher education.

9.3 Publication guidelines should strictly abide to the institutional code of ethics.

10. Policy term:

Research terms will be reviewed annually and revised as per suggestions received.



[Signature]
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