



**GODAVARI COLLEGE OF NURSING,  
JALGAON**

# **RESEARCH DEVELOPMENT CELL**



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**PRINCIPAL  
GODAVARI COLLEGE OF NURSING  
JALGAON**

# STANDARD OPERATING PROCEDURE (SOP) FOR RESEARCH DEVELOPMENT CELL (RDC)

## INTRODUCTION:-

Research is an integral part of the teaching learning process and is considered the backbone of education. Research helps educationists to recognize and benefit the opportunities for collaboration, sharing of knowledge, innovative practices and skills. National Education Policy (NEP) 2020 envisages the promotion of quality research within the Higher Education System. Research, innovation and development are important aspects to enhance quality education by the college. Societal challenges of our country can only be addressed by having a strong and vibrant higher education ecosystem with an emphasis on research, innovation and technology development. The integration of Research, Innovation and Technology Development is the foundation of Atma-Nirbhar Bharat (Self-reliant India). The establishment of Research and Development Cell (RDC) in College will enable attainment of targets of Atma-Nirbhar Bharat and is expected to play a pivotal role in catalyzing multidisciplinary/ trans-disciplinary and transnational research culture mandated in NEP 2020.

## Vision

To put in place a robust mechanism for developing and strengthening the research ecosystem within HEIs, aligned with the provisions of NEP-2020.

## Mission

- To create a conducive environment for enhanced research productivity.
- To encourage collaboration across industry, government, community-based organizations, and agencies at the local, national, and international levels. □



- To facilitate greater access to research through mobilization of resources and funding.

## **Objectives**

1. To create an organizational structure with role-based functions of RDC, formulate Research Policy for the college identify thrust areas of research, and form related cluster groups/ front line teams/consortia of researchers.
2. To create enabling provisions in Research Policies for recruitment of research personnel, procurement of equipment, and financial management with adequate autonomy to the Principal Investigator(s) and disseminate research outcomes to stakeholders and the public at large.
3. To establish a special purpose vehicle to promote researchers and innovators, identify potential collaborators from industry, research organizations, academic institutions & other stakeholders for cooperation and synergistic partnerships.
4. To act as a liaison between researchers & relevant research funding agencies, extend guidance in preparation & submission of project proposals and post-sanctioning of the grants to oversee adherence to timelines.
5. To have better coordination among other cells/centers dealing with University-Industry Inter Linkage, Incubation, Innovation and Entrepreneurship Development and Intellectual Property Rights (IPR).
6. To develop an Institutional Research Information System for sharing the status of ongoing/ completed research projects/ Programmes, expertise & resources, etc., making effective use of Information & Communication Technology (ICT) for preparing the database of in-house experts to provide industrial consultancy and services.

7. To engage & utilize the services of superannuated active faculty/scientists in research capacity building of talented young minds and promote mobility of researchers across institutions and R&D Labs.

8. To encourage faculty and students to publish research papers in reputed national and international journals.

9. To develop strategies to foster research collaborations, to work with various departments to establish and develop faculty research priorities in interdisciplinary areas

10. to coordinate faculty development activities/ workshops on research- related issues.

**Constitution of the committee :-**

The committee would consist of at least 08 members. The generic membership details are as follows

Sl.no.	Designation	Number of members
1.	Chairperson-Principal	1
2.	Coordinator (faculty)	1
3.	Faculty representatives	2
4.	Student representatives	04

The constitution of the committee can be increased if necessary, as per the requirement during the academic year.

Students representatives are selected based on the recommendations of the class teachers (largely high academic achievers) or based on the recommendations of the class teachers (largely high academic achievers) or based on the special talents,



interests and skills of the students. Only volunteering students are included in the committee.

### **Schedule of meetings:-**

- The committee would formally meet at the start of the academic year to plan for the years activities, and submit a strategic perspective plan in the format given.
- There would be a meeting at the end of the academic year to review the activities facilitated and the progress of the committee at the academic year.
- The committee would formally and informally meet as many times as required depending on the need or in emergency situations.
- Minutes of informal meetings need not be maintained.
- The committee would meet prior to the start of an event to discuss overall planning as well as individual roles and responsibilities.

### **Responsibilities of the coordinator:**

- The coordinator of the committee is expected to convene the meetings and set an agenda for the discussion.
- The coordinator of the committee is responsible for ensuring that each member has submitted and has maintained the relevant documents.
- To write and circulate the minutes of the meeting.

### **Working of the committee:-**

- Strategic perspective plans need to be submitted by the committee along with estimated budget or event based budget prior to the commencement of the academic year.
- The coordinator along with the members will take the necessary steps to implement the proposed list of activities for the semester.

- The necessary preparations for the execution of the programs/ activities are made in consultation with the head of the institute.
- The committee has the responsibility to suggest improvements in the existing research policy to enhance the research output.

### **Documents maintained by the research Development cell**

- Copy of strategic perspective plans submitted
- File the minutes of meetings for every formal meeting
- Circulars sent by the committee
- Circulars from IQAC/Principal / HODs linked to events organized.
- All documents generated by the IPR cell
- Brochures / Invitation cards
- Annual / Individual event / activity conducted (minimum 500 words)
- Photographs of the event
- Certificate issued(if any)
- Copy / photos of press release or media coverage.



## INTELLECTUAL PROPERTY CELL

Intellectual property (IP) is important for any institution as it sets a new benchmark in the progress of the institution. Godavari college of nursing is committed to encourage the creativity and intellectual contributions of the faculty and student community. The IPR Cell is dedicated to encourage and guide students and staff members to develop research strategies, innovative findings and protect the inventions.

### Objectives of the IPR CELL

- To create awareness and benefits about intellectual property Rights.
- To conduct workshops/seminars/conference on intellectual property rights.
- To conduct in -house student- dialogue to build awareness with respect to intellectual property rights among student community.
- To advise and guide students and faculty on importance of IPR with the help of authorized patent authority.
- To encourage faculty and students to pursue IP generating research.

### IPR COMMITTEE:-

The IPR Committee will be constituted by the RDC and will follow the guidelines mandated by the research policy. The committee will constitute of additional members as per the table provided below:

Sl.no	Designation and Address	Role
1.	Principal	Chairman
2.	Coordinator,IQAC	Co-Chairman
3.	Coordinator, Reserch Development cell,	Coordinator
4.	IIOD all department	Members
5.	Authorized IPR Person	Consultant



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