

# Research Policy & Policy for Quantum Research & Advisory Board (URAB)

*(As approved by BOM in its first Meeting held on 23/06/2018)*



Office of Dean Research  
Quantum University, Roorkee

  
Registrar  
Quantum University

## QUANTUM UNIVERSITY, ROORKEE

### University Research & Advisory Board (URAB)

Quantum University endows a well-constituted University Research & Advisory Board (URAB) that enriches the research environment and pertains to promotion of research activities benefitting the faculty members, students and staff.

#### **Purpose:**

The Board serves its purpose efficiently by pertaining to various features in orientation of research and innovations. It extends a structured mechanism not only to get the proposals of internal funding recommended but also to examine the proposals that are to be submitted to external agencies for sponsorships. The funds received are prudently utilized where legitimate research amounts are released as seed grants, innovation research grants or University research grants etc. URAB also stands to serve benefits to the constituents of academic infrastructure by releasing funds for participation in international conferences, organizing national and international conferences and development of quality material on teaching-learning process.

#### **Constitution of URAB**

The Management of the University, as per the powers vested vide Para 3.02 (r) and 3.05 of the 'First Statutes' approves the composition and business function of the University Research Advisory Board (URAB).

The University Research Advisory Board oversees the formulation of the policies and guidelines set for the research programs and activities in the University. It supports the academicians across the University by imparting suggestions on the contemporary topics or areas of research and thus stands guard to escalate the R&D activities. URAB not only evaluates the potential in the proposals proposed for funding (internal and external) but also ensures that the School Research Committees (SRC) are effectively working and promoting Academic, Industrial, and Multidisciplinary Research in their schools through URAB.

The URAB conducts meetings at least once in a year or as and when required. The minutes of the meeting are approved by the BOM. All the financial concerns, related to the decisions/recommendations to be taken by URAB, are approved by the Finance Committee before being put in BOM for final approval.

The external members in the URAB serve in the board for a term of three years from the date of constitution. They are paid Honorarium, TA / DA and accommodation to attend the scheduled meetings as per University norms. Minimum 50% members need to be present to complete the quorum for the conduction of the meeting.

The appointment of URAB members will be for three years from the date of formation.

The Constitution of URAB is as follows:

1. Vice Chancellor- The Chairman of URAB
2. Dean Research – Member Secretary
3. Finance Officer – Member
4. Two Members Nominated by BOM – Members
5. The Dean of Faculties – Members
6. Three HoDs/ Sr. Faculty Members (Research Proven) Nominated by the Vice Chancellor - Member
7. Two External Experts from Academia Nominated by the Vice Chancellor - Member
8. One Expert from Industry with proven record of accomplishment Nominated by the Vice Chancellor –Member

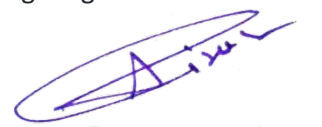
### **Roles and Responsibilities of URAB**

The main highlights of roles and Responsibility of URAB are:

#### **Research grants from internal funds:**

In pursuit of cultivating an environment of research, the University ensures that all the Schools are well equipped in terms of the research infrastructure - laboratories, equipment and other supplementary facilities. Moreover, it additionally offers help to the academic fraternity by providing them with a state of the art research environment through the funds generated internally.

Faculties have to appear with their proposals on the themes or projects of research in order to get these funds approved. Upon approval, the internal research funds may be released in different categories. An amount of up to **INR 3 lakh** can be granted as **Seed Money Grant** as a fund for initiating new projects. This amount is released with intent to let it get invested for prefatory research on emerging techs and trends and develop some basic results to enable preparation of detailed proposals for targeting external funding.

  
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Furthermore, the University also offers an amount of up to INR **10 lakh** to be granted as **Seed Research Grants** where the fund is released for being invested in projects of disciplinary/interdisciplinary approach. This fund is majorly granted to the faculty members with an objective to harvest the amount in meeting the Research Expenses in terms of Hardware/ Software equipment, Laboratory Consumables, Travelling and Transportation, Data Management, Data Analysis, Publication and Contingency charges, Report Preparations, hiring research staff etc.

**Research Grants (External):** The faculty members across various Schools in the University are expected to apply for research grants from external agencies – within the country or even abroad. The faculty members, in addition to proposing grants on individual level, are encouraged to seek opportunities for applying for the grants under collaborations and Institutional levels. The University Research Advisory Board (URAB) acts as an authorized body for evaluating and approving the applications/ proposals, before getting submitted, for getting the grants.

**Teaching Material Development/Innovation Grant:**

The University aims to support delivery of effective and sustainable teaching-learning experience for which the fund is released to enhance the professional growth of the faculty. Professional development activities include, but are not limited to, development of teaching material, development of innovative pedagogy tools and development of teaching software. This grant offers funding opportunities of potential interest to the academic community in order to cultivate a teaching environment that can be conducive to the strengthening of skills for research and innovation.

**Organizing Conferences/ Workshops/ Seminar/ FDPs:**

Professional Bodies and Academies at various Schools in the University play an important role in creating cohesiveness amongst the research and innovation community by organizing seminars, conferences and workshops and FDPs. Such events help the academic fraternity to keep abreast of the latest developments in their respective technical areas and also provide a platform to establish connectivity with other individuals and research groups to exchange information.

URAB extends partial financial support, on a selective basis, for organizing such events (National as well as International). The support is primarily given to encourage participation of young talents and research

professionals in such events along with nominal support for pre-operative expenses like announcements brochures etc.

#### **Conference/Seminar/ FDP Registration Fee/Travel / Membership Support:**

In order to facilitate a healthy academic and research ambience, the University promotes the participation of faculty in Conferences, Symposia, Workshops, FDPs etc held in India or abroad. In pursuit to impart excellence, the University as per its research policy, grants financial support to the faculty for the dissemination of their research work by presenting research papers at reputed academic platforms –National and International Conferences. The grant not only covers the expenses incurred in travel, registration or other incidentals but also it provides memberships fee for the interested candidates seeking memberships in technical forums or societies of repute. The board, initially, may release an amount up to INR 6000 per faculty member in a year but it may vary on the merit of the proposal which will be decided by URAB/Vice Chancellor.

Furthermore, besides above monetary support, The University Research Advisory Board, in its account, has a budget dedicated to the purchase of major research equipment. The fund for this is released after approval of the proposals, proposed by the faculty members, adequately justifying the need and requirement of the equipment in their research work. To give a further impetus to the research being carried out at Quantum University and to manage the funds appropriately along with, the board prefers to grant funds on priority for the equipment that may serve utility to multiple Schools across the University.

URAB, at Quantum University, evaluates the proposals submitted by the faculty members for approval of grants in terms of their involvement in Research/ Innovation/ Projects/ Conference/ Workshops/ Seminars/ FDPs etc. It, then, recommends suggestions (if any) or approves the funds in terms of “Seed Money Grants” or other depending on **the budget propositions** of the University and value & potential of the proposal.

**The minutes of the URAB meeting will be apprised to BOM.** In case of some emergencies, The Vice Chancellor is authorized to sanction the grants after seeking consent from the Finance Officer and Dean Research but such sanctions cases are put in the next URAB meeting.

#### **Roles of Dean Research in concern with URAB**

  
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The Dean Research will be the key officer. Besides other roles as Dean Research of the University, the roles related to business functions of URAB are mentioned below

- Providing guidance on preparation, submission and implementation of the research proposals.
- Providing timely information on funding opportunities and overseeing all financial and non-financial aspects of the grants
- Establishing worthy linkage with funding agencies to understand funding trends
- Supporting and educating the researchers with a good knowledge on grant proposal writing and funding trends
- Providing advice on grant schemes, application packages and budgets.
- Assisting the faculty in obtaining the requisite institutional support documents and approvals prior to submission.
- Maintaining records of all externally and internally sponsored projects.
- Checking submitted proposals to assure compliance with the URAB norms.
- Organizing talks/seminars to promote research at the University.

### **Publication Ethics Committee**

Quantum University expects all its members to adhere to the highest standards of academic ethics. URAB suggests the need for a Policy for Code of Ethics in Research in the University which may be approved in the forthcoming Academic Council and BOM. Once the Policy for Code of Ethics in Research is commissioned in the university by BOM then that policy will be in effect in all research proposals submitted to URAB.

Until this, every proposal submitted to URAB has to be endorsed by the interim Ethics Committee constituted by the University as per the guidelines provided by UGC.

The Committee members are

One Sr. Professor nominated by Vice Chancellor, Chairperson

One Faculty Member drawn from each Faculty nominated by the Vice Chancellor, Member

This committee has been entrusted with the task of preparing a draft of the processes to be followed for certifying that a research proposal does not violate the Code of Ethics and also adheres to the regulations of the Govt. of India, especially for research involving humans, animals and bio-related projects. In case of use of hazardous chemical or other environment threatening issues, the projects/proposals are made to be evaluated by the Institutional Biosafety Committee.

### **Institutional Research Ethics Committee**

The Institutional Research Ethics Committee (IREC) is a regulatory committee of the University. IREC reviews all research activities involving Animal, Chemical and Bio Ethics. It has overall responsibility for maintaining the biosafety guidelines within the university.

Biohazardous substances include, but are not limited to, recombinant DNA, RNAi, genetically modified organisms (GMOs), pathogens, human materials and other potentially infectious material. Following the guidelines of IREC, it is the duty of the primary investigator (PI) to apprise the IREC about experiments involving bio-hazardous substances. The PI needs to obtain approval from IREC prior to conducting similar experiments within the university premises. The meeting of IREC will be held in the beginning of the semester and the minutes of the meeting will be presented in URAB Meetings

#### **The constitution of Institutional Research Ethics Committee (IREC) at Quantum University**

The Dean of Quantum School of Health Science, Chairman

One Sr. Faculty Member nominated by Dean School of Agriculture Studies, Member Secretary

One outside Expert nominated by Vice Chancellor

One outside Expert from Industry nominated by Vice Chancellor

Five Faculty Members, each nominated by the Department of Applied Medical Sciences, Department of Para Medical Sciences, Agriculture Studies, Department of Sciences and Department of Pharmacy.

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University Research Advisory Board  
(As approved in 1<sup>st</sup> Meeting of BOM (23/06/2018))

S.No.	Proposed Name	Post	Designation in the Board
1	Prof. Vivek Kumar	Vice-Chancellor	Chairperson
2	Er. Shobhit Goyal	Member of Trust Board	Member, Nominated By BOM
3	Prof. A. K. Khare	Advisor	Member, Nominated by BOM
4	Mr. Sandeep Rohilla	Finance Officer	Member
5	Prof. Gulshan Chauhan	Deans of the Faculties	Member
	Prof. Rohit Kushwah		Member
6-7	Dr. Somya Goyal	Three HODs/ Sr. Faculty	Member
	Dr. A.K. Seth	Member to be nominated by	Member
	Dr. Murgalatha	the Vice Chancellor for a period of three years	Member
8-10	Prof. S.C SHARMA Department of ECE, IIT Roorkee,	External Experts (Nominated by the Vice-Chancellor for a period of three years)	Member
	Prof. Ashu Rani, Director Research, Kota University, Kota		Member
	Prof. Rajeev Agarwal Director, GLB, Gr. Noida		Member
11	Mr. Dinesh Goyal	Industrial Expert Nominated by Vice Chancellor	Member
12	Prof. Dr.Amit Dixit	Dean Research	Member Secretary



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