

ST. MIRA'S COLLEGE FOR GIRLS, PUNE

Research Committee Meeting

Aug 21, 2021

AGENDA

1. Discussion on Research Requirements under CAS
2. Any other, with the Permission of the Chair

Committee Members

- Dr. Jaya Rajgopalan- Principal Incharge *Jaya*
- Dr. Shalini Iyer- Vice Principal *Shalini Iyer*
- Dr. Arwah Madan- Research Coordinator *Arwah*
- Dr. Rama Venkat- Member *Rama Venkat*
- Dr. Vaishali Diwakar- Member *Vaishali*

Arwah
Research Coordinator



Jaya
Principal Incharge
St. Mira's College for Girls, Pune.

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
Minutes of Meeting -Research Committee (Aug 21, 2021)

A Meeting of the Research Committee was held on August 21, 2021 at 12.30pm in the AV Room, All the members were present.

Discussion.

Research Requirements under CAS

As per the New CAS requirement (GR Date March 8th, 2019), it is no longer mandatory to have publication of research papers to qualify for promotion to the next level. Earlier, the faculty had to have two research publication in the assessment period.

The Principal Incharge pointing out to the new requirement said that it would have an impact on the research component of the Institution as a whole. The faculty may not take on publications as it is no longer a requirement for promotions.

All members of the Research Committee were of the opinion that it would further have its implication on the College performance at both NAAC as well as NIRF.

There was consensus among the members that a strong appeal to be made to all the faculty (aided as well as un-aided section) to take on research publications and research projects and work towards the improving the Research score of the College at NAAC and NIRF.

The members also agreed that though one research publication in approved journals is already made mandatory since 2020, there is need for the faculty to follow the same in letter and spirit.


The Principal Incharge stated that she would call for an all faculty meeting to once again make an appeal for everyone to contribute; however, strong action may be required if there is not marked improvement seen in the research score by the end of the year 2021.

Resolution:

Resolved that the Research Policy is approved by the Research Committee and to be circulated among faculty members


Research Coordinator




Principal Incharge
St. Mira's College for Girls, Pune.

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
Research Committee Meeting
June 30, 2021

AGENDA

- 1. Approve the Research Policy - Revised wef 2021-22**
- 2. Plan for Faculty Mentoring Sessions**
- 3. Any other, with the Permission of the Chair**

Committee Members

- Dr. Jaya Rajgopalan- Principal Incharge
- Dr. Shalini Iyer- Vice Principal *Shalini Iyer*
- Dr. Arwah Madan- Research Coordinator
- Dr. Rama Venkat- Member *Rama Venkat*
- Dr. Vaishali Diwakar- Member *Vaishali*



Arwah Madan
Dr. ARWAH MADAN
Research Co-ordinator

Jaya
Principal Incharge
St. Mira's College for Girls, Pune.

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
Minutes of Meeting -Research Committee (June 30, 2021)

A Meeting of the Research Committee was held on *June 30, 2021* at 12 Noon in AV Room, All the members were present.

The points on the agenda were discussed and the following resolutions were passed.

1. Research Policy – Approval

The members of the Committee were of the opinion that the Research Policy was a comprehensive policy covering all aspects about Research.

The members were of the opinion that the Ethics Committee should request faculty members to seek approval for research conducted in order to fulfill the Code of Ethics.

The Research Coordinator will get a Template for approval of research papers under the Code of Ethics.

It would be appropriate to document the research conducted by the faculty members under the Code of Ethics.

Resolution:

Resolved that the Research Policy is approved by the Research Committee and to be circulated among faculty members.

Resolved that the Code of Ethics for Research has been approved and to be circulated among faculty members.

Resolved that the Research-Ethics Committee would be the same as the Research Committee.

2. Plan for Faculty Mentoring Sessions

In order to initiate research activity among faculty members, session on various topics to be planned.

Dr. Rama Venkat volunteered to conduct sessions of Review of Literature, Dr. Vaidhali Diwakar volunteered to conduct session on Qualitative Research, Dr. Arwah Madan – Publications and Choice of Journals

Resolution:

Resolved that sessions would be organized for the faculty to initiate them into taking up research.



Dr. Arwah Madan
Research Coordinator

Jayashree
Principal Incharge
St. Mira's College for Girls, Pune.

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
RESEARCH COMMITTEE

Meeting Dated: 30/06/2021

Members

Members	Signature
Dr. Jaya Rajagopalan, Principal Incharge	Jaya
Dr. Shalinilyer Vice Principal	Shalinilyer
Dr. Arwah Madan, Research Coordinator	Arwah Madan
Dr. Rama Venkat, Member	Rama Venkat
Dr. Vaishali Diwakar, Member	Vaishali Diwakar

Arwah Madan
Research Coordinator



Jaya

Principal Incharge
St. Mira's College for Girls, Pune.

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous-Affiliated to Savitribai Phule Pune University)
Research Committee Meeting
Nov 19, 2020

AGENDA

1. Research – Plan of Action 2020-2025
2. Mandatory Requirements under Research -Department & Faculty
3. Intensive Workshops for Faculty for Desired Outcomes
4. Student Research
5. Research Assistants
6. Publication- Inhouse
7. Research Policy- Suggestions and Approval
8. Any other, with the Permission of the Chair

Committee Members

- Dr. G. H. Gidwani- Principal *G.H. Gidwani*
- Dr. Shalini Iyer- Vice Principal *Shalini Iyer*
- Dr. Arwah Madan- Research Coordinator *Arwah Madan*
- Dr. Jaya Rajgopalan- IQAC Coordinator *Jaya Rajgopalan*
- Dr. Rama Venkat- Member *Rama Venkat*
- Dr. Vaishali Diwakar- Member *Vaishali Diwakar*

Arwah Madan
Research Coordinator



G.H. Gidwani
Principal
St. Mira's College for Girls

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous-Affiliated to Savitribai Phule Pune University)
Minutes of Meeting -Research Committee (Nov 19, 2020)

A Meeting of the Research Committee was held on Nov 19, 2020 at 4pm on Zoom, All the members were present.

The points on the agenda were discussed and the following resolutions were passed.

1. Research – Plan of Action 2020-2025

- Publications: A research plan to initiate publication among faculty was presented for a period 2020-2025. [Refer Table 1]

The Committee observed that it is important for each faculty to contribute one research publication every year.

While the members agreed that there is a rise in the number of initiatives and activities taken up at the college and departmental level, it is necessary that the faculty also contributes to the research quotient of the college.

Resolution:

It was decided that a meeting be conducted to share the concern with the faculty and appeal to them as to how important it is for them to a contribution in research component.

- **Faculty to pursue PhD**

A plan of action is required on part of the college as a whole to initiate the faculty to pursue doctoral research. [Refer Table 2]

Resolution:

It was decided that the faculty should be prepared to put forth a plan of action for pursuing doctoral research.

- **Faculty to pursue Professorship by 2025**

Efforts to be made by the senior faculty to fulfil the requirements for professorship by the year 2025 and apply for the same.

Resolution:

The Committee looks forward to five Professor post sanctioned for the College by 2025.

2. Mandatory Requirements under Research -Department & Faculty

- Delink from CAS - Research Requirement for HEI; Focus on institutional Research Quotient
- Departmental Research Plan (on similar lines of IDP)-
- SWOT OF PAST Research & Refine Research Focus
- Research Outcomes- Analysis
- **Individual Level Policy- Mandatory Requirements**
2020-21 (As Exceptional year for 2020-21- Status to be achieved—Submitted for Peer Review)



G. H. Gidwan
Principal
St. Mira's College for Girls

2021-2022 onwards

Faculty targets

One Journal Publication – UGC Recognized /Scopus by each Faculty

One chapter in Book

Resolution:

A Research Plan at the Departmental Level should be prepared to focus on the research aspects from the next academic year 2021-22.

3. Intensive Workshops for Faculty on Regular Basis for Desired Outcomes

- Twice a month in first two months
- One a month in next two months
- Outcomes – publication effort

The Committee agreed that there is a need for intensive workshops to initiate faculty members to publish a paper. Though many faculties actively participated in many workshops held during the period of lockdown and after, however, the need is for more practical workshop leading to definite outcome- i.e. a publication each by the faculty who have not published or are struggling though the same.

It would require hand-holding and monitoring of the same in separate groups. The Research Committee members to contribute at the workshop on various subject areas. Various topics to be suggested so that an intensive workshop can be planned for a period of six months.

Resolution

- A workshop to be planned soon once a meeting is held with all faculty members to understand their research difficulties as well as needs.
- A questionnaire would be circulated to understand the difficulties and needs of the faculty members on the research aspect.

4. Student Research

- Follow Research Methodology & Guidelines
- Check for Plagiarism / Follow Research Ethics

The Committee members agreed that there is a need to follow proper research methodology and at the same time research ethics and good practices while carrying out research.

Resolution

1. Guidelines to be issued for student research projects under curriculum requirements
2. Departments that conduct student research seminars should put to practice research ethics, test students' papers for originality and maintain documentation for the same.
3. Separate documentation to be maintained by the faculty involved /Coordinators of Seminar and Conferences on Research Ethics followed.

5. Research Assistants

A proposition for Research Assistants was put forth, especially for Senior Faculty. Interested students to be given opportunity to be Ras.



G.H. Gidwan
Principal
St. Mira's College for Girls

A need to draft guidelines for appointment, commitment with number of hours of work; letter of experience, payment, if any and matters related to such an appointment

Resolution: The possibility of Research Assistant for Senior Faculty would be explored soon.

6. Publication- Inhouse

A proportion to have an Inhouse Publication is to be explored; It could come out as a student publication.

Research Guidelines to be strictly followed so application for recognition in a period of 5 years can be processed

A possibility of a tie-up with Agency/ NGO could be explored

7. Institutional Research Policy- Suggestions and Approval

I. Broad Research Policy

Research Ethics-

Follow Research Guidelines,

Free from Plagiarism, Check self-Plagiarism,

Proper Credits and Acknowledgments

Adherence to Guidelines for Originality

II. Research Quality and Innovation-

Workshops twice a year on updates/ developments

Discussion forums on research methodology and techniques

III. Research and Social Connect-

Connect to social issues

Need to publish on areas the institution is working on

IV. Mechanism to Track and Promote Research-

Connect with all research mechanism

V. Research Focus-

Encourage multi-disciplinary research

Resolution:

Resolved that the Research Policy of the College would be revised and would broadly cover the above five areas. The Research Policy to be finalized and put forth for discussion and approval of the Research Committee and then the Governing Council so that it can be implemented from the next academic year 2021-2022.

Committee Members

• Dr. G. H. Gidwani- Principal


• Dr. Shalini Iyer- Vice Principal

• Dr. Arwah Madan- Research Coordinator


• Dr. Jaya Rajagopalan- IQAC Coordinator

• Dr. Rama Venkat- Member

• Dr. Vaishali Diwakar- Member


Research Coordinator




Principal
St. Mira's College for Girls

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
(Autonomous-Affiliated to Savitribai Phule Pune University)

Agenda of meeting to be held on 20th June 2019

The meeting of the Research Committee will be held on **20th June 2019** at St. Mira's College for Girls, Pune at 12.00 p.m. in the Principal's office

The agenda of the meeting is as follows.

1. Review of research data collected in 2018-19
2. To prepare the consolidated data table for ARC
3. Research data preparation for Autonomy Review Committee (ARC)
4. Preparation of PPT for ARC orientation

Minutes of the Meeting

The meeting of the Research Committee was held on **20th June 2019** at St. Mira's College for Girls, Pune at 12.00 p.m. in the Principal's office

1. The findings of the research data were discussed. It was decided to promote high quality research as per NIRF requirements.
2. A data table for ARC was presented which was approved with valuable suggestions from the Principal and other committee members.
3. A process of data compilation for ARC which was already put into motion was shared with the committee.
4. A PPT was presented to committee members which is to be presented to the faculty members for ARC visit. The same was approved.

The following members were present:-

Dr.G.H.Gidwani *G.H.Gidwani*

Dr. Shalini Iyer *Shalini Iyer*

Dr. Vaishali Diwakar *Vaishali Diwakar*

Dr. Arwah Madan *Arwah Madan*

Dr. Manisha Pimpalkhare (Documentation) *Manisha Pimpalkhare*

Vaishali Diwakar
Research Committee Coordinator



G.H.Gidwani
Principal
St. Mira's College for Girls, Poona

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Agenda of meeting to be held on 25th April 2020

The meeting of the Research Committee will be held on **25th April 2020** online

The agenda of the meeting is as follows.

1. Review of research data collected for AQAR
2. To prepare the Institutional Research Action Plan

Minutes of the Meeting

The meeting of the Research Committee was held on **25th April 2020** online. The following are the minutes of the meeting.

1. The research data for the AQAR 2019-20 was reviewed and it was decided to expedite the completion of the same by June 2020.
2. A blue print of Institutional Research Action Plan was created with emphasis on –
 - Promoting high quality research;
 - Making optimum utilization of the existing research infrastructure like Research Software available within the institution;
 - Encouraging the faculty to use the digital data bases available with the institution.

The following members were present:-

Dr.G.H.Gidwani

G.H.Gidwani

Dr. Shalini Iyer

Shalini Iyer

Dr.Vaishali Diwakar

Diwakar

Dr.Arwah Madan

Arwah Madan

Dr. Manisha Pimpalkhare (Documentation)

Pimpalkhare

Diwakar
Research Committee Coordinator



G.H.Gidwani
Principal
St. Mira's College for Girls, Pune

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
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Agenda of meeting to be held on 20th July 2018

The meeting of the Research Committee will be held on **20th July 2018** at St. Mira's College for Girls, Pune at 12.00 p.m. in the Principal's office

The agenda of the meeting is as follows.

1. To discuss and formalize a format and structure for compilation of the research data base for the year 2018-19.
2. To outline the research effort as per the NIRF database requirement

Minutes of the Meeting

The meeting of the Research Committee was held on **20th July 2018** at St. Mira's College for Girls, Pune at 12.00 p.m. in the Principal's office. The following are the minutes of the meeting-

1. It was decided to invite the details from the faculty members about their research papers/ books/ book chapters etc. published during the academic year 2018-19. A format for the same was decided. The faculty members were to be requested to submit hard copies of their publication to the committee members. A mail to that effect was to be sent by end of January 2019.
2. A query from NIRF regarding registration of faculty at SCOPUS and ORCID was discussed and the said requirement was to be conveyed to all the faculty members.

The following members were present:-

Dr.G.H.Gidwani

Dr.ShaliniIyer

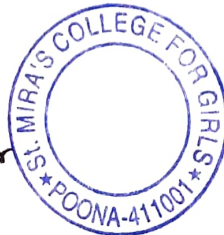
Dr.Vaishali Diwakar

Dr.Arwah Madan

Dr. Manisha Pimpalkhare (Documentation)

Diwakar

Research Committee Coordinator



G.H. Gidwan
Principal
St. Mira's College for Girls, Pune

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Agenda of meeting to be held on 5th March 2019

The meeting of the Research Committee will be held on 5th March 2019 at St. Mira's College for Girls, Pune at 12.00 p.m. in the Principal's office

The agenda of the meeting is as follows.

1. To put into action the previously decided format of compiling hard copies of publications of faculty members.
2. To invite research proposals from the faculty members in order to help them process the same.
3. To Finalize the research data for AQAR

Minutes of Meeting of the Research Committee IQAC

The meeting of the Research Committee was held on 5th March 2019 at St. Mira's College for Girls, Pune at 12.00 p.m. in the Principal's office. The following are the minutes of the meeting.

1. It was decided to send a mail by 10th March 2019 for submission of hard copies of publications during 2018-19.
2. The Research proposals already sent by Suhail Azavedo and Komal Tujare were put before the committee.
3. A time frame for finalization of Research data for AQAR was set.

The following members were present:-

Dr. G.H. Gidwani

Dr. Shalini Iyer

Dr. Vaishali Diwakar

Dr. Arwah Madan

Dr. Manisha Pimpalkhare (Documentation)

Research Committee Coordinator



G.H. Gidwani
Principal
St. Mira's College for Girls, Pune

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Agenda of meeting to be held on 19th July 2017

The meeting of the Research Committee will be held on 19th July 2017 at St. Mira's College for Girls, Pune at 12.00 p.m. in the Vice Principal's office. The agenda of the meeting is as follows.

- To constitute a sub committee of Research for facilitating the administrative work
- To identify the broad outline of research work to be facilitated at the institutional level.

Minutes of the Meeting

The meeting of the Research Committee was held on 19th July 2017 at St. Mira's College for Girls, Pune at 12.00 p.m. in the Vice Principal's office.

The following points were discussed and finalized.

The members of the research sub committee were identified and finalized. These are 1. Dr. Vaishali Diwakar; 2. Ms. Monika Rajguru for documentation. This committee will look into the data compilation of research related activities for NAAC, AQAR, ARC and other official forums.

A broad framework of institutional support system was discussed. This included- 1. Enhancing the existing digital database of academic resources. 2. Making the faculty members aware of the availability of digital resources and ensuring its optimal use for faculty and student research. 3. It was decided to host training sessions for faculty members for a better utilization of platforms like Ebscohost. 4. To encourage the faculty members to avail of the facility of research software like SPSS available on the college premises.

The following members were present:-

Dr.G.H.Gidwani

G.H.G

Mrs.Madhuchanda Banerjee

Banerjee

Dr.Vaishali Diwakar

Diwakar

Dr.Arwah Madan

Arwah

Research Committee Coordinator

Monika



G.H.Gidwan
Principal

St. Mira's College for Girls, Poona

ST. MIRA'S COLLEGE FOR GIRLS, PUNE
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Agenda of meeting to be held on 16th January 2018

Minutes of the meeting

The meeting of Research Sub-committee was organized on 16th January 2018.

Agenda of the meeting was

1. To orient committee members in the role of the sub-committee.
2. To discuss and explore funding agencies for research especially non grant faculties.
3. To promote and encourage further research activities.

Minutes –

Dr. Vaishali Diwakar welcomed the committee members and explained the purpose of the meeting. She explained that the research activity carries 70 points out of the total 150 points of the third criteria. She explained the key indicators of the criterion. The sub-committee discussed the resources for research grants. It was pointed out that the mainstream research funding agencies give grants only to university approved teachers. Therefore in the meeting it was decided to explore funding agencies for non grant faculty members.

Dr. Diwakar disseminated the details of the IQAC committee meeting and communicated the decision that every department has to submit one research project every year and every faculty to publish one research paper in the peer reviewed journal. The committee discussed the difficulties in getting resources for doing research. Following measures are suggested and unanimously agreed upon in the meeting.

1. Institutional tie ups for sharing of resources at institutional level especially costly equipments and softwares.
2. More private funding agencies to be explored.
3. The committee will keep posted each other regarding new research opportunities and will review the progress by February first week.
4. The sub-committee will meet on 16th of every month to review its work.

Members present for the meeting-

Dr.G.H.Gidwani *G.H.G.*

Mrs.Madhuchanda Banerjee *Banerjee*

Dr.Vaishali Diwakar *Diwakar*

Dr.Arwah Madan *Arwah*

Diwakar
Research Committee Coordinator



G.H. Gidwan
Principal
Principal
St. Mira's College for Girls, Pune