

Vimala College (Autonomous)
Thrissur



Constitution of
Research Advisory Committee
University Order



UNIVERSITY OF CALICUT

Abstract

DoR-Amendments in Calicut University Research Regulations 2016 -resolution of the Academic Council vide item No.I.2 which considered the proposal for amendment in Calicut University Research Regulations 2016 - implemented- orders issued

Directorate of Research

U.O.No. 654/2020/Admn

Dated, Calicut University.P.O, 17.01.2020

- Read:-**1) Requests received from Research Scholars and notes from various sections in Directorate of Research
 2) minutes of the meeting of the Research Council in its meeting held on 25.06.2018
 3) Extract of the minutes of the meeting of the Standing Committee of the Syndicate on Courses & Research held on 27.12.2018
 4) Extract of the minutes of the meeting of the Syndicate held on 30.01.2019 vide item No.2019.95*.
 5) U.O.No.2635/2019/Admn dated 20.02.2019.
 6) Minutes of the meeting of the Academic Council held on 05.10.2019 vide item No.I.2

ORDER

As per paper read as 1st above, the research council in its meeting held on 25.06.2018 considered various requests received from Research Scholars and Notes from various sections of Directorate of Research and gave their recommendations.

The minutes of the meeting of the Research Council held on 25.06.2018 was approved by the Vice Chancellor and ordered to place the recommendations before the Standing Committee of the Syndicate on Courses and Research for the approval of amendments proposed in the Calicut University Research Regulations 2016, vide reference cited as 2nd above.

The proposed amendments in Calicut University Research Regulations 2016 are as follows:

Clause 2.8.5. De-registration:

A scholar, through his/her supervisor, can submit an application to Research Advisory Committee for de registration after two years from the date of his/her registration to the programme citing valid reason(s) subject to the following conditions:

- If satisfied with the reason(s) for de-registration, the Research Advisory Committee may recommend de-registration of the scholar to the Directorate of Research. The Vice Chancellor shall approve the orders to de-register the scholar.
 - The scholar who has been granted extension will not be allowed to de-register.
 - A de-registered scholar may apply for re-registration, in the requisite format (this will be finalized accordingly), in appropriate format to the concerned Research Advisory Committee, after payment of a re-registration fee of Rs. 5000/-.
 - The re-registered scholar has to submit his/her thesis within one year of re-registration.
 - The total research period including de-registration and re-registration shall not exceed 10 years. Otherwise, the scholar's admission in the programme shall automatically stand cancelled.
 - The scholar shall not pay requisite Ph.D. semester fee during the de-registered period.
 - The candidate should have completed his/her course work before de-registration.
 - Vacancy will arise under the research supervisor on de-registration of a Ph.D. scholar working under his/her supervision.
 - The candidate should have cleared all pending dues before de-registration, failing which he/she shall not be eligible for re-registration.
 - A re-registered scholar shall be treated over and above the set ceiling for Professor / Associate Professor/Assistant Professor as mentioned in Clause 5.4 of 2016 Regulations.
 - The candidate whose supervising teacher has retired when the candidate is re-registered may appoint a co-guide for the period of re-registration.
 - De-registered candidates after re-registration cannot claim fellowship during the re-registered period.
- II. The Research Council in its meeting held on 21.12.2017, vide item.No.4 resolved to entrust Director, Directorate of Research to propose draft amendment required in the Calicut University Research Regulation 2016. Some clauses which were in the Calicut University Research Regulations 2012 but were left out and those clauses which are present in the Calicut University Research Regulations 2016 but have to be modified and are essential for streamlining the 2016 regulations are given below:

Proposal of amendments to the Calicut University Research Regulations 2016 is given below:

Present Clause in Calicut University Research Regulations 2016	Proposed Amendments in Calicut University Research Regulations 2016
	Teachers of the University / Government or Aided

<p>Clause 2.8.2. Teachers of the University/Government or Aided Colleges affiliated to the University / Govt. or Aided Secondary and Higher Secondary School within the geographical jurisdiction of the University / Employees of the University and holding a permanent position there and are eligible for admission to Ph.D. programme satisfying the conditions of Clause (2.1) may be granted part-time registration.</p>	<p>Colleges affiliated to the University / Govt. or Aided Secondary and Higher Secondary School within the geographical jurisdiction of the University /Employees of the University and holding a permanent position there /project fellows who have been selected on the basis of a written Test and interview and working in a research project under the investigation of a research guide of the University are eligible for admission to Ph.D. programme satisfying the conditions of Clause (2.1) may be granted part-time registration.</p> <p>2.8.2.1: Project fellows shall only be given part-time registration</p>
<p>Clause 2.8.3: A full-time registration may be converted to part-time, after the completion of one year, or when the candidate declared successfully completed the course work.</p>	<p>A full-time registration may be converted to part-time, after the completion of one year, or when the candidate declared successfully completed the course work.</p> <p>Full-time scholars can convert their mode of research into part-time consequent to appointment on permanent basis (Government/Aided).</p> <p>Full-time scholars can convert their mode of research to part-time if they get appointment as lecturers (guest / contract) in Govt /aided institutions subject to surrender of their fellowship.</p>
<p>Clause 3.2 (Duration of the Programme):</p> <p>Extension beyond the above limits, in exceptional circumstances, may be permitted by the Vice Chancellor for the completion of the research work and submission of thesis.</p>	<p>The Vice Chancellor may give an extension by one more year in exceptional circumstances for the completion of the research work and submission of thesis . The candidate shall apply for extension before the expiry of the validity period .</p> <p>No further extension of time beyond the additional one year period granted shall be allowed under any circumstances.</p> <p>Research scholars can avail the facilities of the Centre, until the period of registration is valid.</p> <p>No claim for extension of facilities which are received on the basis of being a research scholar of the University shall be made after the expiry of the validity period of registration.</p> <p>Registered candidates shall not be allowed to register simultaneously for any other degree course</p>
<p>Clause 5.8 In the case of a teacher being transferred among colleges under govt./corporate/same management, affiliated to the University, the recognition of the teacher as research guide at research centre shall be continued for the existing candidate. In such cases, a Co-Supervisor is to be engaged at the research centre.</p>	<p>Clause 5.8: In the case of a teacher being transferred among colleges under govt./corporate/same management, affiliated to the University and if that college is not a recognised research centre, the recognition of the teacher as research guide at research centre shall be continued for the existing candidate. In such cases, a Co-Supervisor is to be engaged at the research centre. The approval of the RAC should be obtained. In the case of a teacher being retired from service, a co-guide with the approval of the RAC should be appointed.</p>
<p>Clause 6.2 A minimum of four credits shall be assigned to one or more courses on Research Methodology which shall cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, and field work and</p>	<p>Clause 6.2 A minimum of four credits shall be assigned to one or more courses on Research Methodology which shall cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, and field work and other areas found relevant to the discipline concerned. Other</p>

other areas found relevant to the discipline concerned. Other courses shall be advanced level areas in the subjects concerned for enabling the students to acquire deep knowledge in the preparation for Ph.D. degree.	<p>courses shall be advanced level areas in the subjects concerned for enabling the students to acquire deep knowledge in the preparation for Ph.D. degree.</p> <p>The candidate undergoing course work has to attend 2 courses, Core Course and Elective Course with 4 credits each having 96 teaching hours. In total the candidate should attend a course work of 192 hours during a single semester of 6 months.</p>
Clause 6.6: Scholars already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. course, may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.	<p>Scholars already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. course, may be exempted by the Department from the Ph.D. course work upon specific recommendation of the Research Advisory Committee Recommendation of the Research.</p> <p>Advisory Committee in this matter need to be clear and specific as to whether the candidate's M.Phil. degree is regular or whether the candidate has cleared both the Course Work and Research Methodology in the relevant area of Ph.D. research. If the candidate has cleared only Research Methodology, the candidate has to pass a separate examination for the required paper conducted by the University. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.</p>
Clause 7.1: There shall be a Research Advisory Committee or an equivalent body for similar purpose as defined in the Statutes / Ordinances of the University, for each Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:	<p>There shall be a Research Advisory Committee or an equivalent body for similar purpose as defined in the Statutes/Ordinances of the University, for each Ph.D. scholar. The committee shall consist of:</p> <p>a) Admission at University Departments.</p> <ol style="list-style-type: none"> 1) HOD (Chairman) 2) Dean of the Faculty 3) Three subject Experts (Two from Department, nominated by the Department Council; and another from outside to be nominated by the Vice-Chancellor) 4) Supervising teacher of the concerned research scholar. <p>b) Admission at Research Centres at Colleges</p> <ol style="list-style-type: none"> 1) Principal (Chairman) 2) Three experts (one Faculty member from the University Department /and two senior research guides from the College, to be nominated by the Principal) 3) One person nominated by the Vice-Chancellor 4) Supervising teacher of the concerned research scholar. <p>c) Admission at Recognized Research Institution</p> <ol style="list-style-type: none"> 1) Director (Chairman) 2) Dean of the concerned Faculty 3) One head of the University Department, nominated by the Director 4) Two subject experts nominated by the Director 5) One faculty member, from University Departments nominated by Hon'ble Vice- Chancellor. 6) Supervising teacher of the concerned research scholar.

Additions to the Calicut University Research Regulations 2016.

Centre Change

1. A research scholar shall change his/her centre of research but only under special/unavoidable circumstances and if there is another research centre and guide of the same subject willing to accept the research scholar.
2. The research advisory committee shall recommend for such a change if they find the candidate's request satisfactory.

3. University may allow centre change upon production of 'no objection' certificates from the concerned heads of research centres and guides.
4. A research scholar shall apply for centre change by remitting Rs. 1050/- and with specific recommendation of the research advisory committee. Willingness letters from the heads of both of the research centres and willingness of the existing guide and acceptance of new guide shall also be obtained.
5. Centre change shall be permitted only once during the entire research period. Specific title of research: The research scholars may work on the topic approved by the Research Advisory Committee and the specific title of the research work may be finalised by the Supervising Teacher before the pre-submission presentation.

LEAVE

- 1) During the period of research, a full-time scholar can avail leave of absence (Duty Leave) from his/her centre, for data collection/ analytical study/consultation with external experts. The candidate shall submit the progress report, under such cases of leave of absence (if more than 31 days) from the center, immediately after joining back the institution.
- 2) The Vice Chancellor shall grant Duty Leave upon recommendation of the DC for pursuing sandwich programme (part of research conducted abroad).
- 3) Maximum period of Leave (fragments or continuously on solid reasons) during the whole period of research shall be one month (31 days) with fellowship, beyond which, two more months shall be granted without fellowship.
- 4) All kinds of leaves (duty/casual/medical) to the Research Scholar may be granted by the Head of the Department/Head of RRC (Maximum 15 days), Registrar/DoR (up to one month) or Vice Chancellor (beyond one month). All kinds of leave shall be duly recommended by the Research Guide and forwarded by the Head of Departments (in case of research centres in affiliated colleges).
- 5) Maternity/Paternity leave shall be granted by the HoD/HoI of RRC concerned to the Scholar as per rules in vogue, with intimation to the DoR. This kind of leave can be availed once during the entire period research.
- 6) Part-time research scholars should have a minimum attendance of 60 days per year with 3 days/month including holidays.
- 6) Besides the holidays prescribed by the University, casual leave not exceeding 20 days per year may be granted to the Scholars. No single period of casual leave shall exceed 15 days including holidays.
- 7) Minimum research/duty time will be at par with the University Ministerial Staff/Kerala Government Employees.
- 8) Attendance certificate is mandatory for any type of Duty Leave, for which advance tour programme (ATP) should be approved by the HoD/HoI of the RRC concerned.
- 9) The HoD/HoI of the RRC shall maintain the attendance and leave registers, of all the research scholars.

As per reference cited 3rd above, the Syndicate Standing Committee on Courses & Research in its meeting held on 27.12.2018 has recommended to constitute Syndicate subcommittee with Dr. T. M. Vijayan, Member Syndicate as Convenor, Dr. P. Vijayaraghavan, Dr. C. L. Joshy and Dr. Rijulal as members to consider the proposal for amendment in Calicut University Research Regulation 2016. The Syndicate Sub-Committee submitted their report with the following recommendations regarding the amendment in Calicut University Research Regulations 2016.

Recommendations of the Syndicate Sub-Committee

- 1) The committee approved all the provisions of De-registration, amendments in Clause 2.8.2, Clause 2.8.3, Clause 3.2, Clause 5.8, Clause 6.2, Clause 6.6, Clause 7.1 of the Calicut University Research Regulations 2016 proposed by the meeting of the Research Council held on 25.06.2018.
- 2) The committee approved the additions in Calicut University Research regulation 2016 as follows:

Centre Change

- 1) A research scholar shall change his/her centre of research but only under special/unavoidable circumstances and if there is another research centre and guide of the same subject willing to accept the research scholar.
- 2) The research advisory committee of the newly opted Research Centre shall recommend for such a change if they find the candidate's request satisfactory.
- 3) University may allow centre change upon production of 'no objection' certificates from the concerned heads of research centres and guides.
- 4) A research scholar shall apply for centre change by remitting prescribed fee and with specific reasons for centre change of the research advisory committee in the newly opted research centre and with specific reasons for centre change of the research advisory committee. Centre change shall be permitted only once during the entire research period. Specific title of research: The research scholars may work on the topic approved by the Research Advisory Committee and the specific title of the research work may be finalised by the Supervising Teacher before the pre-submission presentation.

LEAVE

- 1) During the period of research, a full-time scholar can avail (Duty Leave) from his/her centre, for data collection/ analytical study/consultation with external experts. The candidate shall submit the progress report, under such cases of Duty leave (if more than 31 days) from the center, immediately after joining

back the institution.

- 2) The Vice Chancellor shall grant Duty Leave upon recommendation of the DC for pursuing sandwich programme (part of research conducted abroad).
- 3) Maximum period of Leave (fragments or continuously on solid reasons) during the whole period of research shall be one month (31 days) with fellowship, beyond which, two more months shall be granted without fellowship.
- 4) All kinds of leaves (duty/casual/medical) to the Research Scholar may be granted by the Head of the Department/Head of RRC (Minimum 15 days), Registrar/DoR (up to one month) or Vice Chancellor (beyond one month). All kinds of leave shall be duly recommended by the Research Guide and forwarded by the Head of Departments (in case of research centres in affiliated colleges).
- 5) Maternity/Paternity leave shall be granted by the HoD/Hol of RRC concerned to the Scholar; as per rules in vogue, with intimation to the DoR. This kind of leave can be availed once during the entire period research.
- 6) Part-time research scholars should have a minimum attendance of 60 days as per year with a minimum of 3 days/month including holidays.
- 7) Besides the holidays prescribed by the University, casual leave not exceeding 20 days per year may be granted to the Scholars. No single period of casual leave shall exceed 15 days including holidays.
- 8) Minimum research/duty time will be at par with the University Ministerial Staff/Kerala Government Employees.
- 9) Attendance certificate is mandatory for any type of Duty Leave, for which advance tour programme (ATP) should be approved by the HoD/Hol of the RRC concerned.
- 10) The HoD/Hol of the RRC shall maintain the attendance and leave registers, of all the research scholars.

After considering the matter the Vice-Chancellor has ordered on 25.01.2019 to place the matter before Syndicate for consideration. As per the reference read 4th above, the Syndicate has approved the report of the Syndicate subcommittee constituted by the meeting of the Syndicate Standing Committee on Courses & Research held on 27.12.2018, which considered the proposal for amendments in Calicut University Research Regulations 2016 recommended by the meeting of the Research Council on 25.06.2018.

As per reference cited as 5th above, the Syndicate Resolution was implemented. Also the Vice-Chancellor ordered to place the recommendations of the Syndicate before the Academic Council. The Academic Council in its meeting held on 05.10.2019, vide item No.1.2 considered the matter and resolved to approve the following amendments.

Present Clause in Calicut University Research Regulations 2016	Proposed Amendments in Calicut University Research Regulations 2016
<p>Clause 2.8.2. Teachers of the University/Government or Aided Colleges affiliated to the University / Govt. or Aided Secondary and Higher Secondary School within the geographical jurisdiction of the University / Employees of the University and holding a permanent position there and are eligible for admission to Ph.D. programme satisfying the conditions of Clause (2.1) may be granted part-time registration.</p>	<p>Clause 2.8.2. Teachers of the University / Government or Aided Colleges affiliated to the University / Govt. or Aided Secondary and Higher Secondary School within the geographical jurisdiction of the University / Employees of the University and holding a permanent position there /project fellows who have been selected on the basis of a written Test and interview and working in a research project under the investigation of a research guide of the University and are eligible for admission to Ph.D. programme satisfying the conditions of Clause (2.1) may be granted part-time registration.</p> <p>2.8.2.1: Project fellows shall only be given part-time registration</p>
<p>Clause 2.8.3: A full-time registration may be converted to part-time, after the completion of one year, or when the candidate declared successfully completed the course work.</p>	<p>Clause 2.8.3. A full-time registration may be converted to part-time, after completion of one year, or when the candidate is declared as having successfully completed the course work.</p> <p>Full-time scholars can convert their mode of research into part-time consequent to appointment on permanent basis (Government/Aided).</p>
	<p>Clause 2.8.5. De-registration:</p> <p>A scholar, through his/her supervisor, can submit an application to Research Advisory Committee for de-registration after two years from the date of his/her registration to the programme citing valid reason(s), subject to the following conditions:</p> <p>a) If satisfied with the reason(s) for de-</p>

Clause 2.8.5: Nil

registration, the Research Advisory Committee may recommended de-registration of the scholar to the Directorate of Research. The Vice Chancellor shall approve the orders to de-register the scholar.

b) The scholar who has been granted extension will not be allowed to de-register.

c) A de-registered scholar may apply for re-registration, in the requisite format (this will be finalized accordingly), to the concerned Research Advisory Committee, after payment of a re-registration fee prescribed by the Syndicate.

d) The re-registered scholar has to submit his/her thesis within one year of re-registration.

e) The total research period including de-registration and re-registration shall not exceed 10 years. Otherwise, the scholar's admission in the programme shall automatically stand cancelled.

f) The scholar shall not pay requisite Ph.D. semester fee during the de-registered period.

g) The candidate should have completed his/her Course work before de-registration.

h) Vacancy will arise under the research supervisor on de-registration of Ph.D. scholar working under his/her supervision.

i) The candidate should have cleared all pending dues before de-registration, failing which he/she shall not be eligible for re-registration.

j) A re-registered scholar shall be treated over and above the set ceiling for Professor/Associate professor/Assistant Professor as mentioned in Clause 5.4 of 2016 Regulations.

k) The candidate whose supervising teacher has retired when the candidate is re-registered may appoint a co-guide for the period of re-registration

l) De-registered candidates after re-registration cannot claim fellowship during the re-registered period.

Clause 3.2 (Duration of the Programme):

Extension beyond the above limits, in exceptional circumstances, may be permitted by the Vice Chancellor for the completion of the research work and submission of thesis.

Clause 3.2 (Duration of the Programme):

The Vice Chancellor may give an extension by one more year in exceptional circumstances for the completion of the research work and submission of thesis.

The candidate shall apply for extension before the expiry of the validity period .

No further extension of time beyond the additional one year period granted shall be allowed under any circumstances.

Research scholars can avail the facilities of the Centre, until the period of registration is valid.

No claim for extension of facilities which are received on the basis of being a research scholar of the University shall be made after the expiry of the validity period of registration.

Registered candidates shall not be allowed to register simultaneously for any other degree course

Clause 5.8 In the case of a teacher being transferred among colleges under govt./corporate/same management, affiliated to the University, the recognition of the teacher as research guide at research centre shall be continued for the existing candidate. In such cases, a Co-Supervisor is to be engaged at the research centre.

Clause 5.8: In the case of a teacher being transferred among colleges under govt./corporate/same management, affiliated to the University and if that college is not a recognised research centre, the recognition of the teacher as research guide at research centre shall be continued for the existing candidate. In such cases, a Co-Supervisor is to be engaged

	<p>in such cases, a Co-Supervisor is to be engaged at the research centre. The approval of the RAC should be obtained. In the case of a teacher being retired from service, a co-guide with the approval of the RAC should be appointed.</p>
<p>Clause 6.2 A minimum of four credits shall be assigned to one or more courses on Research Methodology which shall cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, and field work and other areas found relevant to the discipline concerned. Other courses shall be advanced level areas in the subjects concerned for enabling the students to acquire deep knowledge in the preparation for Ph.D. degree.</p>	<p>Clause 6.2 A minimum of four credits shall be assigned to one or more courses on Research Methodology which shall cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, and field work and other areas found relevant to the discipline concerned. Other courses shall be in advanced level areas in the subjects concerned for enabling the students to acquire deep knowledge in the preparation for Ph.D. degree. The candidate undergoing course work has to attend 2 courses, Core Course and Elective Course with 4 credits each having 96 teaching hours. In total the candidate should attend a course work of 192 hours during a single semester of 6 months. Two Course works may be scheduled in a year viz: from 1st January to 30th June and from 1st of July to 31st of December.</p>
<p>Clause 6.6: Scholars already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. course, may be exempted by the Department from the Ph.D. course work prescribed by the Department.</p>	<p>Clause 6.6: Scholars already holding M. Phil. degree and admitted to the Ph.D. programme, or those who have already completed the course work in M.Phil. and have been permitted to proceed to the Ph.D. course, may be exempted by the Department from the Ph.D. course work upon specific recommendation of the Research Advisory Committee.</p> <p>Recommendation of the Research Advisory Committee in this matter need to be clear and specific as to whether the candidate's M.Phil. degree is regular or whether the candidate has cleared both the Course Work and Research Methodology in the relevant area of Ph.D. research. If the candidate has cleared only Research Methodology, the candidate has to pass a separate examination for the required paper (elective paper) conducted by the University.</p> <p>All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.</p>
	<p>Clause 7.1:</p> <p>There shall be a Research Advisory Committee or an equivalent body for similar purpose as defined in the Statutes/Ordinances of the University, for each Ph.D. scholar. The committee shall consist of:</p> <p>a) Admission at University Departments.</p> <ol style="list-style-type: none"> 1) HOD (Chairman) 2) Dean of the Faculty 3) Three subject Experts (Two from Department, nominated by the Department Council; and another from outside to be nominated by the Vice-Chancellor) 4) Supervising teacher of the concerned research scholar.

Clause 7.1: There shall be a Research Advisory Committee or an equivalent body for similar purpose as defined in the Statutes / Ordinances of the University, for each Ph.D. scholar. The Research Supervisor of the scholar shall be the Convener of this Committee. This Committee shall have the following responsibilities:

b) Admission at Research Centres at Colleges

- 1) Principal (Chairman)
- 2) Three experts (one Faculty member from the University Department /and two senior research guides from the College, to be nominated by the Principal). If there is no University departments for a particular discipline, one faculty member from outside, will be nominated.
- 3) One person nominated by the Vice-Chancellor
- 4) Supervising teacher of the research scholar concerned.
- 5) Head of the Department, if he/she has Ph.D

c) Admission at Recognized Research Institutions

- 1) Director (Chairman)
- 2) Dean of the concerned Faculty concerned.
- 3) One Head of the University Department, nominated by the Director/Chairman
- 4) Two subject experts nominated by the Director/Chairman.
- 5) One faculty member, from University Departments nominated by Hon'ble Vice- Chancellor.
- 6) Supervising teacher of the concerned research scholar concerned.

The ammendments will come into effect from 05.10.2019, the date on which the Academic Council approved the ammendments.

Orders are issued accordingly.

Sivadamini K.V

Deputy Registrar

To

The Heads of all Research Centres.

Forwarded / By Order

Section Officer