



# Dayananda Sagar College of Dental Sciences

## Policy Document

### Promotion of Advance Research Studies

**PRINCIPAL**  
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**POLICY DOCUMENT FOR ADVANCED RESEARCH STUDIES**

**Establishment of Policy for Promotion of Advanced Research:**

Research is the foundation of knowledge that brings new energy, builds state of the art facilities, promotes research publications, develops collaborations and becomes part of active community that shares the mission objectives. Rapid growth in scientific knowledge is an indication of quest for discovery and has an impact on economic and societal development. Science, technology and innovation are often initiated at the University to create research environment and that is also the mission of Dayananda Sagar College of Dental sciences. Research and developmental activities creates and disseminates new knowledge in a range of fields, promotes innovation and these will motivate better learning and teaching among faculties and students of our institute.

**Goal:**

To promote research and research culture among faculty and students so that the research productivity of the various departments and institution as a whole is comprehensively enhanced.

**Objectives:**

1. To form sub-committees to shoulder the duties and responsibilities related to planning, organizing and Implementing specific research activities / schemes in the institution.
2. To empower the faculty and students in conducting and publishing quality research which can be beneficial to all the stakeholders of health research through conducting regular training programs (seminars, workshops, symposia) in the institution.
3. To enable the faculty and students in taking their research output in terms of quality and quantity to next higher level.
4. To promote 'funded research projects' in the institution which results in enhancement of scholarship in research.
5. To promote the faculty and students in getting patencies in their names for the innovations done by them in the institution and to provide required support system to that end.
6. To monitor the research of all the faculty and students in the institution.
7. To keep a constant tab and update the publications of all the departments.

8. To guide and scrutinize the research proposal and research writing which is to be sent for publication and funding.

#### **Policy on Promotion of Academic Research**

A policy on academic research faculty to promote faculty involvement in research and developmental activities shall be prepared and implemented. This policy shall deal with the higher education and up skilling of faculty members in conducting and publishing research.

The policy will spell out measures to encourage the enrolment of faculty in Ph.D programmes. It shall also declare suitable incentives for Ph.D holders and other faculty who publish research articles in reputed journals.

#### **Policy on Seed Money for Internal Research**

1. Every faculty is eligible to apply for internal project which shall lead to collaborative / externally funded research projects.
2. The college shall provide the basic infrastructure required to conduct research projects.
3. Faculties are encouraged to identify inter-disciplinary research in their chosen field of research.
4. All innovative projects of faculty completed using the seed money would be earmarked for filing patents.
5. Recognition and remuneration will be given to those faculties who get patents.
6. The responsibility lies on the faculty members to take appropriate actions so that their innovations are covered by IPR and copyright protected.

#### **Policy on Centre of Excellence**

The college shall develop and nurture Centre for Excellence in the frontier areas of research which shall be open to faculty, students and industry persons to conduct research and engage in innovation. The faculty and students commitment to research is enhanced in order to attract funding from governmental / international agencies and also from industry in relevant sectors. Excellence in the research skills from any faculty and student in the institution would be honored with incentives and promotion.

#### **Policy on Consultancy Projects**

The college recognizes that consultancy is an effective way to disseminate knowledge. Hence it is seriously committed to make the expertise accessible and available the available to industry and society. The policy enables the researchers to take the research output to the end users by encouraging consultancies.

The college, as a socially responsible institution wants to make an early and direct impact on society through consultancy, whereas maintaining balance between consultancy and the

traditional role as a teacher. All Research and Non-research consultancies are governed by the established norms as described in the Policy on Consultancy Projects.

### **Policy on Innovations, Incubations and Entrepreneur Development**

Innovation is given thrust in the institution. Students and faculty are encouraged to develop innovative frame of mind. In this regard institution has developed an MOU with the Derby Foundation, Bangalore. Few seminars and lectures were organised related to 'Patency procedural protocols'. Innovations happen when the problems are converted into ideas and, the ideas are further tested.

Creating research and innovation culture in the institution is a priority area and the 'Advanced Research Committee' is working on it. Innovation in research and development (R&D) can be a strategic weapon in which top institutions employ definable strategies and practices to catalyze high levels of organic growth, support above average margins and separate themselves from the competition.

**Sustaining innovations:** Are improvements that build on existing technology, products/ services, market strategy, etc. also referred to as "incremental" innovations.

**Disruptive innovations:** They are offerings, processes, methods, technologies, etc. that represent a major shift from everything

The college shall promote Innovations, Incubation, and Entrepreneurial Development among the teachers and students leading to development of innovative, commercially viable and socially relevant products / materials which shall lead to Patents and Copyrights.

### **Policy on Ethical Research**

A separate policy and committee (IRB) is established to review and oversee the ethical issues of the research undertaken. Any research intended to be conducted should first obtain the approval from IRB (Institutional Review Board), without such an approval no research is permitted by the institution. The researcher/s should submit a proposal and that would be scrutinized for its scientific and ethical integrity by the IRB. There are internal and external members in the IRB who have the required expertise to scrutinize the proposal. The committee conducts meeting periodically for the same purpose and the researcher has to present the proposal in front of the committee.

### **Establishment of Intellectual Property Rights (IPR) Cell**

Steps shall be taken to establish an Intellectual Property Right Cell to assist the researchers and inventors to get protected their inventions and intellectual properties. A separate cell shall be created with the assistance from Central and/or state government. In this connection our institution has conducted multiple CDE programs on IPR related topics. Experts in the area have catered to the intellectual needs of our researchers.

### **Constitution of the Advanced Research Committee**

- Chairperson
- Co-chairpersons
- Member Secretary
- Members

## **Roles and Responsibilities of the Committee members:**

### **Chairperson**

- Responsible for ensuring that the committee members are effectively engaged in order to achieve the objectives of the committee.
- Responsible to make the most of all the committee members, building and leading the team.
- Responsible for giving approval for any activity under the committee.
- Provide general advice and guidance to the staff, committee members and researchers.
- Offer support, and mentorship as required to the co-chairpersons, secretary, assistant coordinators and the members.
- Develops agendas along with the secretary.
- Chair all committee meetings.
- Check and approve the Minutes in a timely manner.
- Has to apprise the Principal of the institution periodically about the activities of the committee and submit a written report annually.
- Responsible for assuming the lead reviewer role for the research synopsis submitted to the board.
- Will actively seek input from committee members during regularly scheduled meetings and conference calls.
- Will actively assign tasks to committee members that are tailored to the needs discussed.

### **Co-Chairpersons**

- In absence of the chairperson, take his/her responsibilities.
- Assist the chairperson in all the duties as assigned by him/her.
- Organize scientific programs after consultation with the chairperson
- Providing updates on relevant and contemporary issues related to health research, as well as relevant contemporary literature to the committee

### **Member Secretary/Co-ordinator**

- Organize the committee meetings regularly and ensure that they are conducted in an orderly and efficient manner.
- To prepare, in conjunction with the president, the agenda for the committee meetings.
- To ensure that all members are kept informed of dates, times and venues for meetings.
- To report all important correspondence received by the committee to the meeting.
- Arrangement of training for staff members along with the chair and co-chairs.
- Organizing an effective and efficient tracking procedure for each proposal received.
- Allocation of proposal (in consultation with the chairperson) for reviews to specific members to facilitate efficient dispensation of the projects.

**Members:**

- Work along with the secretary in all aspects
- Take minutes of meetings and provide it to the committee chair within ten working days of each meeting, for distribution to the entire committee within twenty working days.
- To maintain a register of all member attendance at meetings
- For online meetings, take a record of all those in attendance
- Maintain and report accounts to all the members regularly
- Receive and check for the completeness of the proposals sent for review
- Preparation, maintenance and distribution of proposals for review
- Collection and compilation of proposals after review
- Uploading proposals to relevant websites when required
- Prepare an “action item” calendar for the meetings which will consist of all of the deadlines for abstract submissions and research grants, and the evaluation and notification dates associated with them
- Take the lead in organizing scientific programs after consultation with the chairperson and secretary
- Providing updates on relevant and contemporary issues related to health research, as well as relevant contemporary literature to the committee.



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