

LITTLE FLOWER DEGREE COLLEGE

(Affiliated to Osmania University)

Uppal, Hyderabad

Managed by Brothers of St. Gabriel Educational Society



RESEARCH AND PUBLICATION POLICY

Preface:

The research and publication policy for students and staff at LFDC emphasizes the importance of conducting original research, adhering to ethical standards and disseminating findings through reputable channels like peer reviewed journals and reputable publishing houses and UGC approved journals.

The objective is to provide direction to both students and staff in all disciplines to pursue doctoral research, undertake major and minor research projects, organize national and international conferences and present and publish their research findings.

LFDC as an educational institution of higher learning believes that research and publication should be guided by integrity and honesty so as to have a positive effect. The college empowers the staff to pursue research by entrusting them with trust and responsibility.

1. Objectives

- Encourage faculty and students to engage in original research across various disciplines.
- Provide infrastructure necessary for conducting quality research.
- Foster collaboration among faculty members and external partners.
- Promote ethical conduct in research activities.
- Encourage faculty to participate in national and international conferences.
- Organize seminars, conferences and workshops on research topics and methodology.
- Support faculty and mentor students in research activities.
- Ensure the protection of Intellectual Property Rights (IPR) for faculty members' findings.
- Produce an annual compilation of research papers presented by staff/students at various seminars and conferences.

2. Scope

The research and publication policy of the college encompasses guiding principles, procedures and support mechanisms to facilitate and enhance faculty and student engagement in research activities in line with the vision and mission of the college.

3. Composition

- Principal
- Vice Principal
- Coordinator
- Faculty Members

4. Roles, Responsibilities and Functions

- Conducting original research within the respective field of expertise by the staff.
- Adhering to ethical guidelines and standards and research conduct and publication.
- Seeking funding opportunities for research projects and ensuring proper utilization of funds.
- Motivate staff to acquire Intellectual Property Rights (IPR) associated with their research output.
- Facilitate allocation of seed money to support research activities
- Recognizing and rewarding faculty members for their research achievements
- Establish policies and procedures to ensure compliance with ethical standards.
- Address all grievances arising from research activities.

Instructions:

- Familiarize with ethical and professional guidelines and adhere to the standards for conducting research and publication.
- Research mentor is responsible for ensuring that students adhere to ethical research practices.
- A researcher must adhere to the established practices of his/her discipline regarding the publication of research.
- A researcher must verify that data/images are accurately represented during presentation.
- In all reports and publications resulting from research endeavors a researcher is obligated to acknowledge their affiliation with LFDC.
- A researcher must be transparent in providing data for third party verification.
- A researcher must abide by acceptable limits of plagiarism.
- Utilize funds and resources with integrity and accountability.

5. Allocation of Funds by the college

LFDC is committed to fostering a culture of research and innovation among staff to support this endeavor. The college offers financial support, access to infrastructure such as research room, library, lab based on the research merit proposal. suitable infrastructure. The requirements and guidelines must be abided by the researcher.

6. Research and Publications

- Incentives are provided to the registered candidates to enhance their research endeavor.
- Offering incentives to staff members for publishing their research findings in reputed journals and prestigious conferences.
- Incentives will not be given for publication of:
 - Proceedings published in conference volumes
 - Publications published when not in service
- Papers published during the academic year (June-May) will qualify for incentive awarded in the subsequent academic year.

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