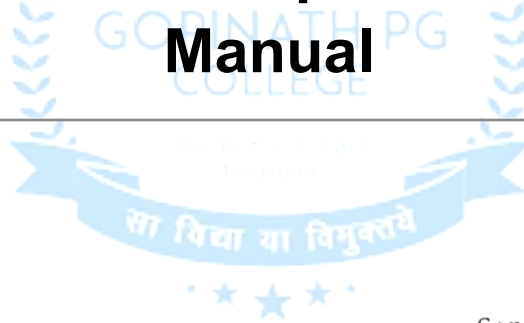




Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)*

Research & Development Cell (RDC) Manual



S. Shikha
Principal
Gopinath P.G. College
Devali, Salamatpur-Ghazipur

Note - "This Research & Development Cell Manual is applicable for the academic year 2025–26 and is subject to revision as per institutional and university guidelines"

Gopinath PG College

*Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon Open University, Prayagraj)
(Recognised by UGC and NCTE)*

INDEX

1. Introduction, Purpose & Scope

- 1.1 Introduction
 - 1.2 Rationale for Establishment of the RDC
 - 1.3 Vision of the Research and Development Cell
 - 1.4 Mission of the Research and Development Cell
 - 1.5 Objectives of the Research and Development Cell
 - 1.6 Scope of the Research and Development Cell
 - 1.7 Applicability of the RDC Manual
-

2. Composition, Structure & Functions of the RDC

- 2.1 Constitution of the Research and Development Cell
 - 2.2 Composition of the RDC
 - 2.3 Tenure of Members
 - 2.4 Organizational Structure of the RDC
 - 2.5 Functions of the RDC
 - 2.6 Roles and Responsibilities of RDC Members
 - 2.7 Meetings of the RDC
 - 2.8 Decision-Making Process
 - 2.9 Coordination with Academic Departments and Cells
 - 2.10 Record Keeping and Documentation
-

3. Research Policy, Ethics & Code of Conduct

- 3.1 Research Policy Statement
 - 3.2 Scope of the Research Policy
 - 3.3 Ethical Principles in Research
 - 3.4 Plagiarism Prevention and Originality Assurance
 - 3.5 Research Involving Human Participants
 - 3.6 Data Management, Storage, and Confidentiality
 - 3.7 Authorship, Acknowledgement, and Intellectual Credit
 - 3.8 Conflict of Interest
 - 3.9 Research Misconduct and Corrective Action
 - 3.10 Responsibilities of the RDC in Ethical Compliance
-

4. Research Promotion, Capacity Building & Support Mechanisms

- 4.1 Research Promotion Initiatives
 - 4.2 Capacity Building and Faculty Development Programmes
 - 4.3 Research Mentoring and Guidance Mechanisms
 - 4.4 Support for Research Publications
 - 4.5 Support for Conferences, Seminars, and Workshops
 - 4.6 Institutional Research Infrastructure and Resources
 - 4.7 Collaboration, MoUs, and Interdisciplinary Research
 - 4.8 Documentation and Reporting of Research Activities
 - 4.9 Role of Academic Departments in Research Promotion
 - 4.10 Continuous Improvement in Research Practices
-

5. Research Output, Monitoring & Quality Assurance

- 5.1 Types of Research Output
 - 5.2 Documentation of Research Output
 - 5.3 Monitoring of Research Activities
 - 5.4 Quality Assurance in Research Practices
 - 5.5 Review and Evaluation of Research Progress
 - 5.6 Outcome-Oriented Research Approach
 - 5.7 Corrective Measures and Improvement Actions
 - 5.8 Reporting of Research Activities
 - 5.9 Transparency and Accessibility of Research Information
 - 5.10 Continuous Enhancement of Research Quality
-

6. Records, Documentation & Annexures

- 6.1 Importance of Research Documentation
 - 6.2 Types of Records Maintained
 - 6.3 Record Maintenance, Storage, and Preservation
 - 6.4 Accessibility and Transparency of Records
 - 6.5 Use of Digital Platforms for Record Management
 - 6.6 Responsibility for Record Maintenance
 - 6.7 Review and Updating of Records and Annexures
 - 6.8 Applicability and Revision of the RDC Manual
-

7. Annexures

- **Annexure I** – RDC Formation Order
 - **Annexure II** – Minutes of RDC Meetings
 - **Annexure III** – Faculty Research Publication Record
 - **Annexure IV** – Research Event / Workshop Report Form
 - **Annexure V** – Research Ethics & Originality Declaration
 - **Annexure VI** - Research Proposal
-

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)*

PART – 1

INTRODUCTION, PURPOSE & SCOPE

1.1 Introduction

Gopinath PG College, Salamatpur, Uttar Pradesh recognizes research and academic inquiry as integral components of quality higher education, intellectual development, and continuous institutional advancement. To strengthen scholarly engagement, promote a culture of inquiry, and encourage evidence-based academic practices, the College has established a **Research and Development Cell (RDC)** as a dedicated academic facilitation and coordination unit.

The Research and Development Cell functions as a structured institutional platform to encourage faculty members and students to engage in systematic research, project-based studies, interdisciplinary inquiry, innovation-oriented academic work, and socially relevant research initiatives. The Cell promotes research that is methodologically sound, ethically responsible, and academically meaningful, particularly in areas related to subject disciplines offered by the College, teaching–learning processes, curriculum enrichment, assessment practices, social sciences, humanities, sciences, commerce, community studies, and contemporary societal issues.

This manual provides a comprehensive institutional framework outlining the purpose, vision, mission, objectives, scope, and operational direction of the Research and Development Cell. It aims to ensure clarity, uniformity, accountability, and continuous enhancement of research activities undertaken at Gopinath PG College.

1.2 Rationale for Establishment of the Research and Development Cell

In the contemporary higher education landscape, research is a vital contributor to academic excellence, knowledge creation, professional growth, and institutional credibility. Research-oriented academic environments enhance critical thinking, innovation, problem-solving abilities, and the overall quality of teaching and learning.

The Research and Development Cell has been constituted to provide a structured, supportive, and coordinated framework for planning, guiding, facilitating, and monitoring research activities across the College. The establishment of the Cell is intended to:

- Foster a research-oriented academic culture among faculty members and students
- Provide organized academic guidance for conceptualizing, planning, and conducting research
- Encourage discipline-specific, interdisciplinary, and applied research initiatives
- Promote originality, academic honesty, and ethical research practices
- Facilitate collaboration across departments and with external academic and research institutions
- Enhance the quality, visibility, and academic relevance of research outputs

Through the Research and Development Cell, the College seeks to ensure systematic, coordinated, and meaningful research engagement in alignment with the academic expectations, ordinances, and research guidelines of:

- **Veer Bahadur Singh Purvanchal University, Jaunpur**
- **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**

1.3 Vision of the Research and Development Cell

The Research and Development Cell envisions the creation of a dynamic, inclusive, and ethical research ecosystem that nurtures critical inquiry, innovation, and scholarly excellence, contributing meaningfully to academic enrichment, institutional growth, and societal development.

1.4 Mission of the Research and Development Cell

The mission of the Research and Development Cell is to:

- Encourage inquiry-driven, reflective, and practice-oriented research among faculty members and students
 - Provide institutional support for conducting high-quality and ethically sound research
 - Strengthen research competencies through mentoring, training, and academic guidance
 - Promote interdisciplinary and collaborative research addressing academic and social needs
 - Facilitate effective dissemination of research outcomes through appropriate academic platforms
 - Ensure systematic monitoring, documentation, and continuous improvement of research initiatives
-

1.5 Objectives of the Research and Development Cell

The Research and Development Cell of Gopinath PG College aims to:

- Establish and sustain a structured and vibrant research culture within the institution
- Motivate faculty members and students to actively engage in research, innovation, and academic inquiry
- Uphold ethical standards, originality, and academic integrity in all research activities
- Support publication and presentation of research work in recognized academic journals, conferences, and seminars
- Encourage collaborative research within the College and with external academic institutions and organizations
- Provide academic mentoring and support at all stages of the research process
- Enhance research skills through workshops, seminars, orientation programmes, and training sessions
- Periodically review research practices and outcomes for continuous improvement

- Strengthen the academic relevance and social impact of institutional research initiatives
-

1.6 Scope of the Research and Development Cell

The scope of the Research and Development Cell extends to all research-related activities conducted under the institutional framework of Gopinath PG College, including:

- Research undertaken by faculty members and students
 - Promotion of discipline-based, interdisciplinary, and applied research projects
 - Planning, coordination, and review of research proposals, publications, and academic outputs
 - Organization of research-focused activities such as seminars, workshops, conferences, faculty development programmes, and student research forums
 - Facilitation of dissemination of research findings through publications and academic presentations
 - Promotion of ethical research conduct, academic honesty, and responsible research practices
 - Maintenance of research-related records, reports, and documentation
 - Collaboration with academic departments, universities, research bodies, industries, and community organizations
-

1.7 Applicability of the RDC Manual

This Research and Development Cell Manual is applicable to all stakeholders of **Gopinath PG College, Salamatpur, Uttar Pradesh**, and governs the planning, implementation, monitoring, and reporting of research activities conducted within the institutional framework.

The manual applies to:

- Faculty members involved in teaching, research, and academic development

- Students engaged in research projects, dissertations, innovation initiatives, or academic publications
- Academic departments, committees, and institutional units supporting research activities
- All research collaborations, academic events, and scholarly outputs facilitated by the College

All stakeholders are expected to adhere to the procedures, guidelines, and ethical standards outlined in this manual to ensure consistency, accountability, and excellence in research practices, in accordance with the academic regulations and research guidelines of **Veer Bahadur Singh Purvanchal University, Jaunpur** and **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**.



Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)*

PART – 2

CONSTITUTION OF THE RESEARCH AND DEVELOPMENT CELL (RDC)

2.1 Establishment of the Research and Development Cell

Gopinath PG College, Salamatpur, Uttar Pradesh has constituted a **Research and Development Cell (RDC)** as a structured institutional body to promote research engagement, academic inquiry, innovation, and knowledge creation across undergraduate and postgraduate programmes.

The Research and Development Cell functions as a central coordinating mechanism for planning, facilitating, guiding, supervising, and reviewing research activities undertaken by faculty members and students. The Cell provides academic direction and institutional support to encourage systematic, ethical, and outcome-oriented research practices relevant to the disciplines offered by the College and to contemporary academic and societal needs.

The RDC is constituted through a formal order issued by the competent authority of the College. Its structure ensures appropriate academic representation, administrative facilitation, and participatory functioning, enabling effective coordination and integration of research activities across departments. The Cell supports adherence to academic standards, ethical research conduct, and research guidelines prescribed by the affiliating universities.

2.2 Composition of the Research and Development Cell

The Research and Development Cell is constituted to ensure academic diversity, informed decision-making, and effective management of institutional research initiatives. The RDC shall normally comprise the following members:

Chairperson

- **Principal / Head of the Institution**

RDC Coordinator / Convener

- A senior faculty member with experience in research, publications, project work, supervision, or innovation-oriented academic activities

Faculty Members

- Faculty representatives from different academic disciplines offered by the College
- At least one faculty member with exposure to research methodology, interdisciplinary research, project-based studies, or academic publications, wherever available

Administrative Representative

- One member from the administrative staff to assist in coordination, documentation, communication, and record maintenance

External Resource Persons (as and when required)

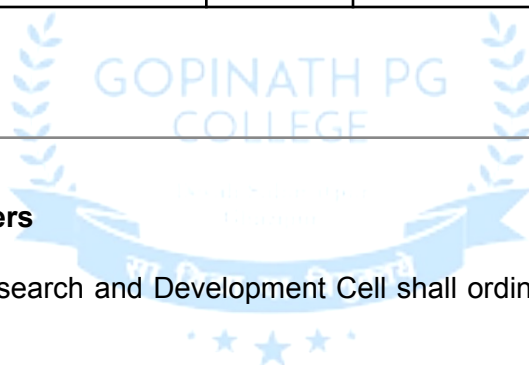
- Academicians, researchers, or professionals from universities, research institutions, or allied academic fields, invited based on institutional research needs

The composition of the Research and Development Cell may be reviewed and revised periodically in accordance with institutional priorities, research focus areas, and the academic guidelines of:

- **Veer Bahadur Singh Purvanchal University, Jaunpur**
- **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**

Name/Contact Details	Designation	Role in RDC	Key Responsibilities
-----------------------------	--------------------	--------------------	-----------------------------

Dr.Sudha Tripathi 8853673980	Principal	Patron	Provides strategic direction and institutional support for all RDC initiatives.
Dr.Rishikesh Tiwari 9795300425	Coordinator – RDC	Chairperson	Leads RDC planning, oversees implementation of research policies, and coordinates activities.
Dr.Adhish Kumar Srivastava 9335961663	Faculty Member	Member	Guides faculty and student research, ensures documentation of publications, and supports conferences.
Ankit Rai 9039615123	Faculty Member	Member	Organizes skill-based workshops and research training programs.
Saurav Verma 7007377115	PG/UG Student Representative	Member	Encourages student participation in research, surveys, and innovation projects.



2.3 Tenure of RDC Members

- Members of the Research and Development Cell shall ordinarily serve for a term of **two academic years**
- The tenure may be extended, modified, or the Cell may be reconstituted based on institutional requirements, performance review, or evolving academic needs
- In case of resignation, transfer, or vacancy, the competent authority shall nominate a suitable replacement for the remaining tenure to ensure continuity of research planning and implementation

2.4 Functional Structure of the Research and Development Cell

The Research and Development Cell operates through a clearly defined functional framework to ensure accountability, coordination, and effective execution of research initiatives.

Chairperson (Principal)

- Provides academic leadership and institutional support for research activities
- Ensures alignment of research initiatives with institutional vision and academic priorities
- Facilitates administrative approvals, policy-level support, and resource allocation for research development

RDC Coordinator

- Plans, organizes, and oversees research-related programmes and initiatives
- Coordinates RDC meetings, prepares action plans, and monitors implementation
- Acts as a liaison between the RDC, academic departments, and institutional authorities

RDC Members (Faculty Representatives)

- Support research planning and implementation within their respective departments
- Mentor faculty members and students in research activities and project work
- Assist in organizing research-oriented academic events and activities

External Experts (as applicable)

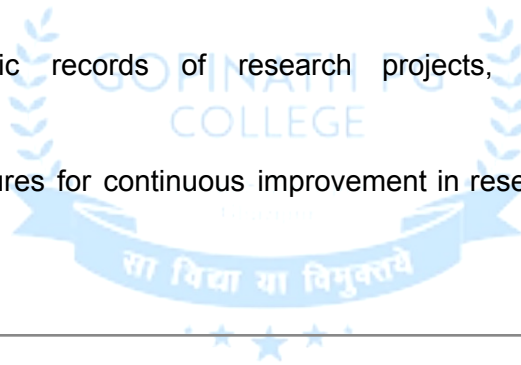
- Provide expert academic input and guidance on research quality and innovation
- Offer suggestions for improvement and support interdisciplinary or collaborative research initiatives

The Research and Development Cell functions in coordination with academic departments, institutional committees, and administrative units to foster a sustainable and productive research culture.

2.5 Functions of the Research and Development Cell

The Research and Development Cell of Gopinath PG College undertakes the following functions:

- Promote a research-oriented academic environment within the institution
- Plan, coordinate, and support research activities of faculty members and students
- Develop and periodically review institutional guidelines for research planning, execution, and reporting
- Encourage ethical research practices, originality, and academic integrity
- Organize workshops, seminars, conferences, and training programmes on research methodology, data analysis, and academic writing
- Facilitate interdisciplinary and collaborative research across departments
- Support dissemination of research outcomes through publications, seminars, conferences, and academic forums
- Review the progress of research activities and assess institutional research performance
- Maintain systematic records of research projects, publications, events, and achievements
- Recommend measures for continuous improvement in research quality, relevance, and impact



2.6 Roles and Responsibilities of RDC Members

Chairperson

- Provide overall leadership and strategic direction for institutional research initiatives
- Approve research plans, proposals, and recommendations of the RDC
- Ensure research activities are aligned with institutional academic goals and priorities

RDC Coordinator

- Convene RDC meetings and coordinate all research-related activities
- Prepare annual research action plans and implementation schedules

- Facilitate mentoring, training programmes, and research collaborations
- Monitor the progress of research initiatives and ensure proper documentation

RDC Members (Faculty Representatives)

- Encourage research participation within academic departments
- Guide faculty members and students in research planning, execution, and reporting
- Assist in organizing research-focused academic events
- Support monitoring and reporting of research outcomes

External Experts (if engaged)

- Provide expert advice on research quality, innovation, and best practices
- Support interdisciplinary and collaborative research initiatives

2.7 Meetings of the Research and Development Cell

- The Research and Development Cell shall meet at least **twice in an academic year**
- Additional meetings may be convened as and when required
- Meetings shall be convened by the RDC Coordinator in consultation with the Chairperson
- Agendas, minutes of meetings, and Action Taken Reports shall be prepared and maintained systematically

2.8 Decision-Making Process

The Research and Development Cell follows a transparent and participatory decision-making process:

- Research-related matters are discussed in formally convened RDC meetings
 - Decisions are generally taken through deliberation and consensus
 - In case of differing views, the decision of the Chairperson shall be final
 - All decisions and recommendations are recorded in the minutes of meetings
 - Approved decisions are communicated to concerned departments for implementation
-

2.9 Coordination with Academic Departments and Institutional Units

The Research and Development Cell works in close coordination with academic departments and institutional units:

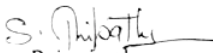
- Academic departments collaborate with the RDC to identify research themes and student research potential
 - Faculty representatives act as a liaison between departments and the RDC
 - The RDC coordinates with other institutional cells and committees to integrate research with academics, innovation, and extension activities
 - Continuous interaction ensures effective execution, monitoring, and evaluation of research initiatives
-

2.10 Record Maintenance and Documentation

The Research and Development Cell ensures systematic maintenance of research-related records:

- Records related to the constitution of the RDC, meetings, and decisions are maintained properly
- Documentation of research projects, publications, academic events, and collaborations is compiled systematically

- Minutes of meetings, Action Taken Reports, and annual research plans are preserved in both physical and digital formats
 - Academic departments submit research-related data and reports to the RDC for consolidation
 - Records are maintained for institutional review, reporting, transparency, and academic compliance
-


Principal
Gopinath P.G. College
Devali, Salamatpur-Ghaziipur



Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)*

PART – 3

RESEARCH POLICY, ETHICS & CODE OF CONDUCT

3.1 Institutional Research Policy Statement

Gopinath PG College, Salamatpur, Uttar Pradesh is committed to promoting a research-oriented academic culture that supports intellectual inquiry, knowledge creation, pedagogical enrichment, interdisciplinary learning, and social responsibility. The College encourages faculty members and students to engage in discipline-based, practice-oriented, and socially relevant research that contributes to academic advancement, innovation, and community development.

All research activities undertaken under the institutional framework are expected to uphold the highest standards of academic honesty, ethical responsibility, transparency, and scholarly rigor. The Research and Development Cell (RDC) functions as an academic facilitation, mentoring, and oversight body to guide, support, and monitor research initiatives, ensuring that they are systematically planned, ethically conducted, and appropriately documented in accordance with the academic regulations, ordinances, and research norms prescribed by:

- **Veer Bahadur Singh Purvanchal University, Jaunpur**
- **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**

3.2 Scope and Applicability of the Research Policy

This Research Policy applies to all research-related activities carried out by or under the aegis of **Gopinath PG College** and those facilitated, supported, or monitored by the Research and Development Cell.

The policy covers the following areas:

- Research studies, surveys, case studies, project work, dissertations, and innovation-based academic research conducted by faculty members and students
- Research publications in journals, conference proceedings, edited volumes, books, book chapters, and other recognized academic platforms
- Participation in and organization of seminars, workshops, conferences, research training programmes, and faculty development activities
- Collaborative, interdisciplinary, and community-linked research involving universities, research institutions, industries, schools, and social organizations
- Use of institutional infrastructure, academic resources, data, and logistical or financial support for research purposes
- Compliance with ethical standards, originality requirements, and responsible research practices

All stakeholders involved in research activities are required to adhere to this policy to ensure academic quality, credibility, transparency, and institutional accountability.

3.3 Ethical Foundations of Research

Gopinath PG College recognizes ethical conduct as fundamental to all scholarly and academic work. Ethical research practices ensure trust, academic reliability, and constructive contribution to knowledge and society.

Research activities shall be guided by the following ethical principles:

Integrity and Transparency

Research shall be conducted honestly, with accuracy and transparency in data collection, analysis, interpretation, and reporting.

Originality and Scholarly Honesty

Researchers must produce original work and appropriately acknowledge all sources, ideas, data, and references.

Academic Accountability

Researchers are responsible for the academic quality, validity, and ethical compliance of their research work.

Respect for Human Values

Research involving individuals must respect dignity, privacy, informed consent, and personal well-being.

Academic and Social Relevance

Research should contribute positively to academic knowledge, teaching–learning practices, and societal development.

Regulatory Compliance

All research activities must comply with institutional policies, affiliating university regulations, and applicable statutory provisions.

3.4 Promotion of Original Research and Plagiarism Prevention

The College places strong emphasis on originality, ethical academic writing, and responsible scholarship. Any form of plagiarism or academic dishonesty is treated as a serious violation of research ethics.

Measures adopted to promote originality include:

- Mandatory submission of original research work with proper citation and referencing
- Orientation and training sessions on academic writing, referencing styles, and plagiarism avoidance
- Screening of research work proposed for evaluation, presentation, or publication using plagiarism detection tools, wherever applicable
- Maintenance of similarity levels within acceptable academic and institutional limits
- Initiation of corrective or disciplinary measures in cases of identified plagiarism, as per institutional procedures

3.5 Research Involving Human Participants

Research involving human participants—such as students, teachers, staff members, parents, or community members—shall be conducted with heightened ethical sensitivity and responsibility.

The following norms shall be observed:

- Participation must be voluntary, with informed consent obtained wherever applicable
- Participants shall be informed about the purpose, nature, and scope of the research
- Privacy, confidentiality, and anonymity of participants shall be protected
- Research shall not cause physical, emotional, psychological, or social harm
- Special care shall be taken when involving minors or vulnerable groups
- All such research must adhere to institutional ethical guidelines and university norms

The Research and Development Cell shall provide guidance and advisory support to ensure ethical compliance in human-centred research.

3.6 Research Data Management and Confidentiality

The College promotes responsible management of research data to ensure accuracy, confidentiality, transparency, and academic reliability.

Researchers are expected to:

- Collect, record, and store research data systematically
- Protect sensitive or confidential data from unauthorized access
- Use research data solely for academic and scholarly purposes
- Maintain accuracy and clarity in data documentation and reporting
- Retain research data and records for a reasonable duration as per institutional norms
- Secure digital data through appropriate safeguards and controlled access

The Research and Development Cell shall guide researchers on best practices related to data storage, data usage, and confidentiality.

3.7 Authorship, Credit, and Acknowledgement

Gopinath PG College upholds fairness, transparency, and ethical responsibility in recognizing intellectual contributions.

The following standards apply:

- Authorship must reflect significant academic or intellectual contribution to the research
- All contributors shall be appropriately acknowledged
- Order of authorship shall be decided through mutual understanding among contributors
- Practices such as honorary, gift, or ghost authorship are discouraged
- Institutional support, collaborations, sponsorships, and funding sources shall be duly acknowledged

The Research and Development Cell may assist in resolving authorship-related issues or concerns, if required.

3.8 Disclosure of Conflict of Interest

To preserve objectivity, transparency, and academic credibility, researchers must disclose any potential or actual conflict of interest.

This includes:

- Declaration of financial, professional, or personal interests that may influence research outcomes
- Disclosure at the stage of proposal submission, publication, or presentation
- Transparent management of disclosed conflicts to avoid bias
- Treating non-disclosure as an ethical lapse

The Research and Development Cell oversees conflict-of-interest disclosures and advises on appropriate action, where necessary.

3.9 Research Misconduct and Institutional Response

The College maintains a zero-tolerance approach toward research misconduct to safeguard academic integrity.

Research misconduct may include:

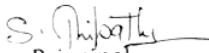
- Fabrication or falsification of data
- Plagiarism or misrepresentation of research finding
- Unauthorized use of data, materials, or intellectual property
- Unethical authorship practices
- Violation of institutional, university, or academic research norms

Allegations of research misconduct shall be examined through a fair, confidential, and impartial process. Corrective, remedial, or disciplinary action shall be taken based on the nature and seriousness of the violation, following institutional procedures and applicable regulations.

3.10 Role of the Research and Development Cell in Ethical Governance

The Research and Development Cell plays a central role in promoting ethical research governance by:

- Creating awareness about research ethics, academic integrity, and responsible conduct
- Providing guidance on research design, data handling, authorship norms, and publication standards
- Supporting plagiarism prevention and originality assurance initiatives
- Advising on ethical considerations in research involving human participants
- Assisting in addressing ethical concerns or allegations of misconduct
- Periodically reviewing research practices to ensure alignment with university regulations and institutional policies


Principal
Gopinath P.G. College
Devali, Salamatpur-Ghazipur

Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)*

PART – 4

RESEARCH PROMOTION, CAPACITY BUILDING & SUPPORT MECHANISMS

4.1 Institutional Philosophy for Research Promotion

Gopinath PG College, Salamatpur, Uttar Pradesh views research as a core component of academic excellence, intellectual development, professional growth, and societal contribution. The College promotes a culture where inquiry, critical thinking, and innovation are integral to undergraduate and postgraduate education, teaching practices, and academic engagement.

The Research and Development Cell (RDC) plays a proactive and facilitative role in strengthening research engagement by:

- Encouraging faculty members and students to undertake discipline-based research, project work, applied studies, and socially relevant research
- Motivating participation in academic forums such as seminars, workshops, conferences, symposiums, and scholarly discussions
- Identifying priority research themes aligned with subject disciplines, curriculum enrichment, teaching–learning practices, assessment systems, social issues, environmental concerns, and community development
- Promoting interdisciplinary research within the institution and collaborative initiatives with external academic and research bodies
- Recognizing and encouraging quality research efforts through academic appreciation and institutional support

These initiatives aim to foster originality, academic participation, and meaningful scholarly contribution within the institution.

4.2 Research Capacity Building and Professional Enrichment

The College places strong emphasis on enhancing research competence and scholarly skills among faculty members and students through structured academic support and professional enrichment initiatives.

The Research and Development Cell facilitates:

- Workshops, seminars, and orientation programmes on research methodology, data collection and analysis, academic writing, referencing, and ethical research practices
- Faculty development initiatives addressing contemporary research trends, innovative pedagogical approaches, and interdisciplinary perspectives
- Induction and orientation programmes for newly appointed faculty members and newly admitted students to develop foundational research skills
- Encouragement to participate in refresher courses, faculty development programmes, and research training initiatives organized by affiliating universities and recognized academic bodies
- Internal knowledge-sharing sessions where faculty members present research experiences, methodologies, and best practices

These activities enhance research confidence, methodological clarity, analytical ability, and academic productivity.

4.3 Research Mentoring and Academic Support

The College recognizes structured mentoring as essential for achieving quality research outcomes. The Research and Development Cell coordinates mentoring support through experienced faculty members and subject experts.

Research mentoring support includes:

- Identification and allocation of faculty mentors to guide early-career researchers and student researchers
- Assistance in research topic selection, proposal preparation, research design, and methodological planning
- Guidance in data interpretation, academic writing, referencing, and presentation of research findings
- Continuous academic feedback, progress review, and improvement suggestions
- Facilitation of interaction with external academicians or subject experts, where required

This mentoring framework ensures academic rigor, ethical compliance, and timely completion of research activities.

4.4 Support for Research Publication and Knowledge Dissemination

Gopinath PG College actively encourages dissemination of research outcomes through credible and recognized academic platforms to enhance academic visibility and impact.

Institutional support includes:

- Guidance in identifying suitable journals, conferences, edited volumes, and academic publication platforms
- Awareness programmes on publication ethics, peer-review processes, indexing systems, and quality indicators
- Support in manuscript structuring, formatting, and submission procedures
- Encouragement to publish research in journals, conference proceedings, edited books, and academic compilations
- Maintenance of institutional records of publications, citations, and scholarly contributions

These measures aim to strengthen the quality, credibility, and outreach of institutional research outputs.

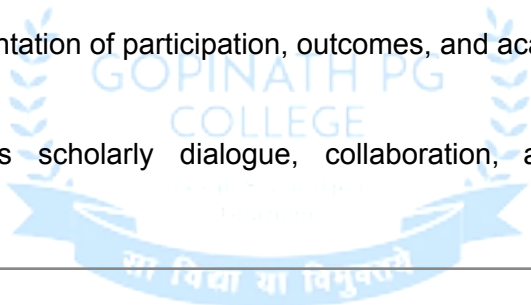
4.5 Academic Events, Conferences, and Scholarly Engagement

Active engagement in academic events is encouraged to broaden research exposure, professional learning, and scholarly interaction.

The Research and Development Cell supports:

- Presentation of research papers, posters, case studies, and project findings at academic seminars and conferences
- Participation in state, national, and international academic events in accordance with institutional norms
- Organization of research-oriented seminars, workshops, panel discussions, and academic interactions within the College
- Academic networking and exchange of ideas with scholars, institutions, and research organizations
- Systematic documentation of participation, outcomes, and academic achievements

Such engagement fosters scholarly dialogue, collaboration, and continuous academic development.



4.6 Research Infrastructure and Learning Resources

The College endeavors to provide essential infrastructure and academic resources to support research and scholarly activities.

Research-related facilities include:

- Access to computer systems, internet connectivity, and basic research software/tools
- Availability of library resources such as textbooks, reference books, journals, dissertations, and digital learning materials
- Use of digital platforms for academic communication, documentation, and research coordination
- Administrative and technical support for research reporting, coordination, and compliance-related activities

- Promotion of responsible, ethical, and optimal utilization of institutional resources

The Research and Development Cell coordinates with academic departments to ensure effective use and gradual strengthening of research infrastructure.

4.7 Collaboration, MoUs, and Interdisciplinary Research Initiatives

Gopinath PG College promotes collaborative and interdisciplinary research to enhance academic relevance and societal impact.

The Research and Development Cell facilitates:

- Interdisciplinary research involving faculty members from different academic disciplines
- Academic collaboration with universities, research institutions, industries, schools, and professional organizations
- Research and academic activities conducted under Memoranda of Understanding (MoUs)
- Joint seminars, workshops, research projects, and publications
- Collaborative research addressing contemporary academic, social, environmental, and economic challenges

Such collaborations broaden research perspectives and strengthen institutional academic networks.

4.8 Documentation, Reporting, and Research Records

Systematic documentation is essential for monitoring research progress, ensuring transparency, and supporting institutional review.

The Research and Development Cell ensures:

- Maintenance of detailed records of research projects, publications, mentoring activities, academic events, and collaborations

- Collection of periodic research reports from academic departments
 - Consolidation of institutional research data and scholarly participation records
 - Preparation of annual research summaries highlighting progress, achievements, and best practices
 - Preservation of records in both physical and digital formats for reference, review, and reporting
-

4.9 Role of Academic Departments in Research Advancement

Academic departments play a crucial role in strengthening research culture at the departmental level.

Departmental responsibilities include:

- Encouraging faculty members and students to engage in research, innovation, and project-based learning
 - Identifying subject-specific and interdisciplinary research themes
 - Supporting planning, implementation, and monitoring of departmental research initiatives
 - Facilitating internal mentoring, guidance, and academic discussions
 - Coordinating with the Research and Development Cell for reporting, documentation, and review
 - Maintaining departmental research records and activity logs
-

4.10 Continuous Strengthening of Research Practices

Gopinath PG College is committed to continuous improvement of research quality, relevance, and effectiveness.

The Research and Development Cell promotes:

- Periodic review of research activities, outputs, and outcomes
- Identification of strengths, gaps, and areas requiring enhancement
- Incorporation of feedback from faculty members, students, and external experts
- Updating research strategies, capacity-building initiatives, and support mechanisms in response to evolving academic needs
- Encouragement of innovation, ethical scholarship, and academic excellence

These measures ensure sustained relevance, credibility, and impact of institutional research initiatives.



Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)*

PART – 5

RESEARCH OUTPUT, MONITORING & QUALITY ASSURANCE

5.1 Nature and Forms of Research Output

Gopinath PG College, Salamatpur, Uttar Pradesh recognizes research output as a key indicator of academic vitality, intellectual engagement, and institutional research culture. The College values research that strengthens subject knowledge, enriches teaching–learning practices, advances academic discourse, and addresses institutional and societal needs.

The following are recognized as valid and meaningful research outputs:

- Research papers published in peer-reviewed journals and scholarly conference proceedings
- Research papers, posters, and presentations delivered at seminars, conferences, workshops, and academic forums at state, national, and international levels
- Authored books, edited volumes, monographs, and book chapters related to the disciplines offered by the College and allied academic fields
- Project reports, case studies, field-based research, surveys, and policy-oriented academic papers
- Research-informed teaching practices, curriculum enrichment initiatives, and documented innovative pedagogical approaches
- Development of academic tools, teaching–learning materials, study resources, and digital content

- Collaborative research projects, consultancy work, and academic knowledge-exchange initiatives

These outputs collectively reflect the institution's commitment to academic inquiry, professional growth, and knowledge dissemination.

5.2 Systematic Documentation and Record Maintenance

The College follows an organized, transparent, and accountable mechanism for documenting and maintaining research outputs to support academic review, planning, and institutional reporting.

The Research and Development Cell (RDC) maintains consolidated records of:

- Research publications of faculty members and students
- Participation and presentations in academic events
- Books, edited works, monographs, and book chapters
- Research projects, innovation-based academic work, and applied studies
- Collaborative research initiatives, consultancy activities, and academic partnerships

Academic departments submit verified research data to the RDC in prescribed formats. All records are preserved systematically in both physical and digital forms for reference, monitoring, reporting, and academic review.

5.3 Monitoring of Research Progress and Activities

Gopinath PG College ensures continuous monitoring of research activities to maintain academic relevance, effectiveness, and alignment with institutional research objectives.

Monitoring is undertaken by the Research and Development Cell through:

- Periodic review of approved research plans, proposals, and ongoing studies
- Assessment of research outputs, academic participation, and scholarly engagement

- Review of departmental research reports and supporting documentation
- Monitoring mentoring initiatives, capacity-building programmes, and collaborative activities
- Identification of academic, infrastructural, or administrative requirements affecting research progress

This structured monitoring process enables timely academic guidance, effective planning, and improvement of research outcomes.

5.4 Quality Assurance in Research Practices

Ensuring quality in research is a core academic responsibility of the institution. Quality assurance measures are embedded across all stages of the research lifecycle.

Key quality-focused practices include:

- Promotion of ethical research conduct, originality, and academic integrity
- Encouragement of research aligned with academic relevance and social responsibility
- Review of research outputs for methodological rigor, coherence, clarity, and validity
- Strengthening research competence through mentoring, training, and academic support
- Adoption of systematic and standardized approaches to research planning, execution, and documentation

These measures ensure credibility, consistency, transparency, and continuous enhancement of research quality.

5.5 Periodic Review and Evaluation of Research Performance

The institution undertakes periodic evaluation of research initiatives to assess progress, outcomes, and overall effectiveness.

The Research and Development Cell conducts reviews by:

- Assessing the status of ongoing and completed research activities
- Comparing achievements against planned objectives and institutional research priorities
- Reviewing participation in research-oriented programmes, seminars, and academic events
- Evaluating departmental contributions to institutional research performance
- Collecting structured feedback from faculty members and student researchers

Findings from these reviews guide corrective actions, strategic planning, and enhancement of research productivity.

5.6 Outcome-Oriented Research Focus

Gopinath PG College promotes an outcome-oriented research approach to ensure tangible academic and social impact.

This approach emphasizes:

- Research addressing disciplinary challenges, institutional needs, and societal issues
- Clear articulation of research objectives, expected outcomes, and academic relevance
- Promotion of applied, practice-based, and community-linked research
- Effective dissemination and utilization of research findings through academic platforms
- Evaluation of research outcomes for relevance, applicability, and contribution to knowledge

Such orientation ensures that research contributes meaningfully to academic development and institutional growth.

5.7 Corrective Measures and Continuous Improvement

The College follows an improvement-driven approach to strengthen research effectiveness and address identified gaps.

The Research and Development Cell undertakes:

- Identification of limitations through systematic monitoring and review
- Recommendation of corrective measures to improve research planning and execution
- Strengthening mentoring, training, and academic support systems
- Revision of research strategies, guidelines, and action plans based on review outcomes
- Encouragement of departments and researchers to adopt improved and refined research practices

These measures support sustained growth, effectiveness, and academic excellence in research initiatives.

5.8 Reporting of Research Activities

Regular reporting of research activities is maintained to support transparency, accountability, and informed decision-making.

The Research and Development Cell facilitates:

- Preparation of annual institutional research reports
- Compilation of department-wise research activity summaries
- Documentation of seminars, workshops, conferences, collaborative programmes, and academic events
- Recording of research achievements, innovations, and best practices
- Submission of consolidated reports to institutional authorities for planning, review, and academic governance

Structured reporting strengthens institutional accountability and academic planning.

5.9 Transparency and Accessibility of Research Information

The institution promotes transparency and openness in research governance to encourage participation, collaboration, and academic trust.

The Research and Development Cell ensures that:

- Research policies, guidelines, procedures, and initiatives are communicated through official institutional platforms
- Major research achievements and academic contributions are shared with stakeholders, wherever appropriate
- Research formats, reporting mechanisms, and procedures are clearly defined and accessible
- Transparency is maintained in research planning, monitoring, evaluation, and reporting processes

These practices enhance awareness, credibility, and institutional research culture.

5.10 Sustained Enhancement of Research Quality

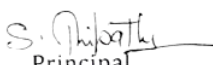
Gopinath PG College remains committed to continuous strengthening of research quality through reflection, innovation, and academic review.

The Research and Development Cell supports sustained enhancement by:

- Periodic evaluation of research practices, outputs, and support mechanisms
- Encouraging innovative, interdisciplinary, and best-practice approaches in research
- Strengthening mentoring, capacity-building, and collaborative initiatives
- Integrating feedback from faculty members, students, and external academic experts
- Aligning research priorities with emerging academic trends and societal needs

Through these measures, the institution ensures sustained relevance, quality, and impact of its research activities in alignment with the academic frameworks and regulations of:

- **Veer Bahadur Singh Purvanchal University, Jaunpur**
- **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**


Principal
Gopinath P.G. College
Devali, Salamatpur-Ghazipur

Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)*

PART – 6

RECORDS, DOCUMENTATION & ANNEXURES

6.1 Importance of Research Records and Documentation

Gopinath PG College, Salamatpur, Uttar Pradesh recognizes systematic documentation as a fundamental component of effective research management, academic accountability, and institutional continuity. Well-maintained research records enable the institution to track scholarly progress, evaluate academic outcomes, and support evidence-based decision-making.

Comprehensive research documentation serves to:

- Provide authentic and verifiable evidence of research planning, implementation, and outcomes
- Facilitate monitoring, evaluation, and continuous strengthening of research quality
- Ensure continuity of research initiatives despite changes in personnel or academic cycles
- Support preparation of academic reports, institutional reviews, and strategic planning
- Enhance transparency, credibility, and ethical governance of research practices
- Serve as a reference base for future research planning and academic improvement

The Research and Development Cell (RDC) places strong emphasis on accuracy, regular updating, and systematic organization of all research-related records.

6.2 Categories of Research Records Maintained

The Research and Development Cell at Gopinath PG College maintains structured, complete, and up-to-date records covering all research-related activities undertaken within the institutional framework.

The records maintained include:

- Official notifications and orders related to the constitution and reconstitution of the Research and Development Cell
- Agendas, minutes, and Action Taken Reports of RDC meetings
- Annual research action plans, activity calendars, and implementation schedules
- Details of faculty and student research projects, dissertations, applied studies, and outcomes
- Records of research publications, presentations, and scholarly contributions
- Documentation of seminars, workshops, conferences, and research-oriented academic events
- Details of academic collaborations, partnerships, and Memoranda of Understanding (MoUs)
- Participation records of faculty members and students in research activities
- Declarations related to research ethics, originality, conflict of interest, and academic compliance, wherever applicable

These records collectively present a comprehensive overview of the institution's research engagement and scholarly development.

6.3 Maintenance, Storage, and Preservation of Records

The College ensures that all research records are maintained and preserved in a secure, organized, and easily retrievable manner to support long-term academic use and institutional review.

Key practices include:

- Maintenance of research records in both physical files and digital formats
- Use of standardized filing, indexing, and cataloguing systems for efficient access
- Protection of digital records through controlled access and appropriate data-security measures
- Preservation of research documents and data for a defined duration as per institutional norms and university guidelines
- Preventive measures to safeguard records from loss, damage, or deterioration

The Research and Development Cell coordinates with academic departments and administrative units to ensure effective record management and systematic preservation.

6.4 Accessibility and Responsible Use of Research Records

Gopinath PG College promotes transparency in research documentation while ensuring ethical and responsible handling of sensitive information.

Accordingly:

- Research records are accessible to authorized institutional authorities for academic review, planning, and monitoring
- Transparency is maintained in research reporting and documentation processes
- Confidential data related to research participants, unpublished work, or sensitive academic matters is adequately protected
- Access to restricted or sensitive records is provided only through regulated and responsible procedures

This approach ensures accountability while respecting privacy, confidentiality, and ethical standards.

6.5 Digital Documentation and Sustainable Record Practices

The College encourages the gradual integration of digital systems to enhance efficiency, accessibility, and sustainability in research documentation and record management.

Digital practices adopted by the Research and Development Cell include:

- Use of institutional digital platforms for storing, organizing, and retrieving research records
- Maintenance of electronic databases for publications, research projects, academic events, and scholarly activities
- Secure sharing of research-related information through authorized digital communication channels
- Regular updating and backup of electronic records to prevent data loss
- Progressive adoption of paper-light documentation practices wherever feasible

Digital documentation supports timely access, effective monitoring, and environmentally responsible institutional functioning.

6.6 Responsibility for Research Record Management

Clear allocation of responsibilities ensures accuracy, completeness, and accountability in research documentation.

- The Research and Development Cell maintains centralized institutional research records
- Academic departments maintain department-level research documentation and submit verified data to the RDC
- Faculty members and students are responsible for timely submission of accurate research information and supporting documents
- Administrative and technical staff provide necessary logistical and technical assistance for record maintenance and retrieval

Shared responsibility strengthens coordination and effectiveness of institutional research governance.

6.7 Review, Updating, and Annexures

To ensure relevance, accuracy, and reliability, research records and annexures are reviewed periodically.

The Research and Development Cell undertakes:

- Periodic verification and review of research records and documentation
- Updating of annexures, formats, templates, and data sheets in line with institutional and university requirements
- Rectification of discrepancies, if identified during verification
- Archiving of outdated records while preserving them for reference and audit purposes
- Ensuring that current records accurately reflect ongoing research activities and outcomes

Regular review supports data integrity and informed academic planning.

6.8 Applicability and Revision of the RDC Manual

This Research and Development Cell Manual is applicable to all research-related activities conducted at **Gopinath PG College, Salamatpur, Uttar Pradesh**.

The manual:

- Applies to faculty members, students, academic departments, and institutional bodies involved in research
- Is reviewed periodically to ensure alignment with the academic regulations, ordinances, and research guidelines of:
 - **Veer Bahadur Singh Purvanchal University, Jaunpur**
 - **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**
- May be revised or updated based on institutional requirements, stakeholder feedback, and evolving research practices

Any modification or amendment to the manual shall be approved by the competent authority and formally communicated to all concerned stakeholders.

S. Prabhakar
Principal

Gopinath P.G. College
Devali, Salamatpur-Ghazipur



Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)*

ANNEXURE – 1

RESEARCH AND DEVELOPMENT CELL (RDC)

OFFICE ORDER

In order to promote a robust culture of research, scholarly inquiry, innovation, and academic excellence in higher education, **Gopinath PG College, Salamatpur, Uttar Pradesh**, hereby constitutes the **Research and Development Cell (RDC)** with immediate effect.

The Research and Development Cell shall function as an institutional academic facilitation, coordination, and advisory body, dedicated to strengthening research engagement among faculty members and students of the College. The Cell shall guide, coordinate, support, and monitor research-related activities, ensuring that all scholarly work undertaken within the institution is academically rigorous, ethically responsible, and socially relevant.

The Research and Development Cell shall operate in accordance with the provisions laid down in the **Research and Development Cell Manual of Gopinath PG College** and shall function in alignment with the academic framework, ordinances, regulations, and research guidelines prescribed by the affiliating universities, namely:

- **Veer Bahadur Singh Purvanchal University, Jaunpur**
 - **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**
-

Composition of the Research and Development Cell

Name/Contact Details	Designation	Role in RDC	Key Responsibilities
Dr.Sudha Tripathi 8853673980	Principal	Patron	Provides strategic direction and institutional support for all RDC initiatives.
Dr.Rishikesh Tiwari 9795300425	Coordinator – RDC	Chairperson	Leads RDC planning, oversees implementation of research policies, and coordinates activities.
Dr.Adhish Kumar Srivastava 9335961663	Faculty Member	Member	Guides faculty and student research, ensures documentation of publications, and supports conferences.
Ankit Rai 9039615123	Faculty Member	Member	Organizes skill-based workshops and research training programs.
Saurav Verma 7007377115	PG/UG Student Representative	Member	Encourages student participation in research, surveys, and innovation projects.

The composition of the Research and Development Cell may be modified or reconstituted by the competent authority as and when required, in accordance with institutional priorities, academic needs, and university regulations.

Tenure of the Research and Development Cell

The Research and Development Cell shall ordinarily function for a period of **two academic years**, unless reconstituted earlier by the competent authority of **Gopinath PG College, Salamatpur, Uttar Pradesh**.

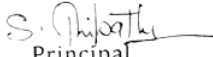
Functions of the Research and Development Cell

The Research and Development Cell shall perform its duties as outlined in the Research and Development Cell Manual of the institution. Its key functions include:

- Promoting a research-oriented academic environment within the College
- Encouraging ethical, original, and outcome-oriented research practices
- Monitoring the progress of research activities and scholarly outputs
- Supporting faculty members and students through academic guidance and mentoring
- Organizing research-related seminars, workshops, conferences, and training programmes
- Submitting periodic research reports to institutional authorities for review and follow-up

This **Office Order** shall come into force from the date of its issuance.

Issued by:
Principal
Gopinath PG College, Salamatpur, Uttar Pradesh


Principal
Gopinath P.G. College
Devali, Salamatpur-Ghazipur

Gopinath PG College

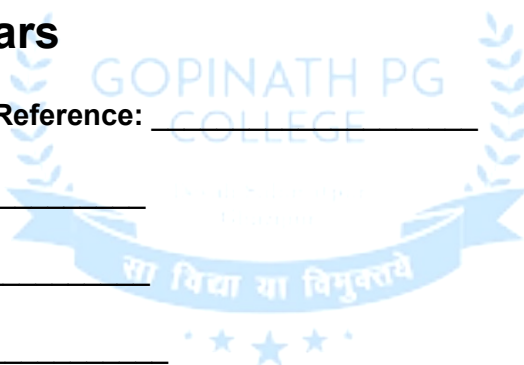
(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)

ANNEXURE – 2

RECORD OF MEETING RESEARCH AND DEVELOPMENT CELL (RDC)

Meeting Particulars

- Meeting Number / Reference: _____
- Date: _____
- Time: _____
- Venue: _____



Members Present

- _____ (Chairperson)
- _____ (RDC Coordinator / Convener)
- _____ (Member)
- _____ (Member)
- _____ (Member)

- _____ (External Expert – if invited)

(Details of members on leave, if any, may be recorded separately.)

Agenda of the Meeting

1. Confirmation of the proceedings of the previous Research and Development Cell meeting
 2. Review of departmental research activities and ongoing research initiatives
 3. Discussion on strategies for strengthening research engagement and capacity building
 4. Review of research publications, paper presentations, and academic participation
 5. Planning of upcoming research-oriented programmes, workshops, or seminars
 6. Any other item with the permission of the Chairperson
-

Proceedings and Discussions

Agenda Item 1

The minutes of the previous Research and Development Cell meeting were presented before the members. After due deliberation, the minutes were confirmed unanimously.

Agenda Item 2

The Cell reviewed the status of research activities being undertaken by faculty members and students across various academic departments. The need for enhanced academic mentoring, improved coordination, and better utilization of research resources was discussed.

Agenda Item 3

Members deliberated on measures to strengthen the institutional research culture. Emphasis was laid on organizing research methodology workshops, mentoring support for early-stage researchers, and encouraging discipline-based and applied research initiatives.

Agenda Item 4

Research publications, conference presentations, and participation of faculty members and students in academic forums were reviewed. The Committee appreciated the ongoing research efforts and encouraged wider dissemination of research outcomes through recognized academic platforms.

Agenda Item 5

The Committee discussed and finalized proposals for forthcoming research-oriented programmes, seminars, workshops, and academic events. Responsibilities were assigned to concerned members to ensure effective planning and smooth execution.

Agenda Item 6

Members shared constructive suggestions aimed at improving institutional research practices, documentation procedures, interdisciplinary collaboration, and outcome-oriented research planning.

Resolutions and Action Taken Plan

Sr. No.	Resolution Decision	Action to be Taken	Responsibility Assigned	Target Timeline
1.				
2.				
3.				

Conclusion of the Meeting

There being no further items for discussion, the meeting concluded with a formal vote of thanks to the Chairperson.

Signature of RDC Coordinator / Convener: _____

Signature of Chairperson: _____

Date: _____

Place: _____



Gopinath PG College

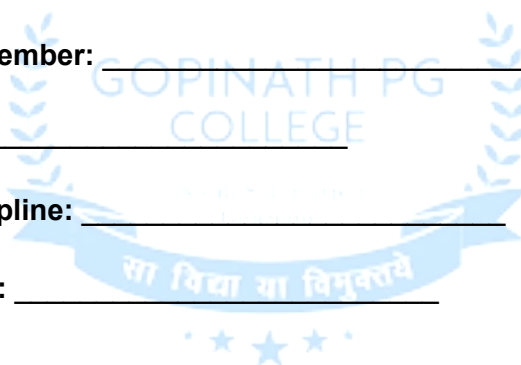
(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)

ANNEXURE – 3

FACULTY RESEARCH & PUBLICATION DETAILS

Section A: Faculty Information

- Name of Faculty Member: _____
- Designation: _____
- Department / Discipline: _____
- Academic Session: _____



Section B: Research Publications

Sr. No.	Title of Article / Chapter / Book	Journal / Conference / Publisher	ISSN / ISBN (if applicable)	Year of Publication	Nature of Publication*	Author Role
1.						

2.						
----	--	--	--	--	--	--

* **Nature of Publication:** Journal / Conference / Book / Book Chapter / Edited Volume / Others

Author Role: Sole Author / First Author / Co-Author / Corresponding Author

Section C: Papers Presented in Conferences / Seminars

Sr. No.	Title of Paper	Name of Conference / Seminar	Level (State / National / International)	Date	Venue
1.					
2.					



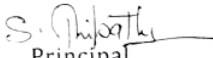
Section D: Research Projects / Consultancy Work (if applicable)

Sr. No.	Project / Consultancy Title	Funding Agency / Collaborating Organization	Duration	Current Status
1.				

Section E: Self-Declaration

I hereby certify that the information furnished above is true, accurate, and complete to the best of my knowledge and belief. I understand that any discrepancy, if found, may be subject to institutional review.

- **Signature of Faculty Member:** _____
 - **Date:** _____
-


Principal
Gopinath P.G. College
Devali, Salamatpur-Ghazipur



Gopinath PG College

(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)

ANNEXURE – 4

RESEARCH EVENT / WORKSHOP REPORT FORMAT

1. Title of the Event / Workshop

2. Type of Event

Workshop / Seminar / Conference / Faculty Development Programme / Research Orientation
Programme / Other
(Specify)



3. Organizing Department / Cell

4. Date(s) and Duration

5. Venue / Mode

On-Campus / Online / Hybrid
(Specify)

6. Objectives of the Event

1. _____
 2. _____
 3. _____
-

7. Resource Person(s) / Speaker(s)

Sr. No. Name Designation & Affiliation Area of Expertise

1.

2.

8. Brief Summary of the Event

(Provide a concise description of sessions conducted, key themes addressed, and major academic activities.)

9. Outcomes of the Event

1. _____
 2. _____
 3. _____
-

10. Participants

Category	Number
Faculty	

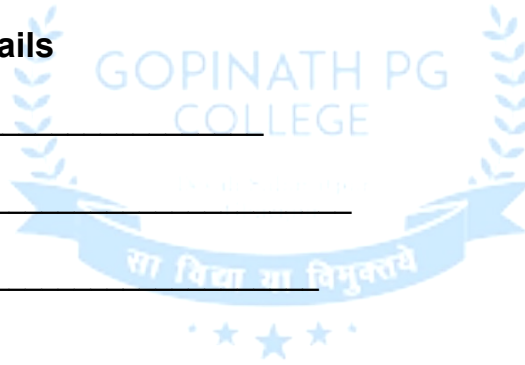
Students	
Others (if any)	

11. Supporting Documents Attached

- Attendance Sheet
 - Photographs
 - Brochure / Notice
 - Feedback (if available)
-

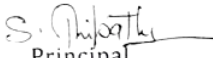
12. Coordinator's Details

- Name: _____
- Designation: _____
- Signature: _____
- Date: _____



For RDC Record

- Verified by RDC: _____
- Remarks (if any): _____


Principal
Gopinath P.G. College
Devali, Salamatpur-Ghazipur

Gopinath PG College

(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)

ANNEXURE – 5

RESEARCH ETHICS & ORIGINALITY UNDERTAKING

I, _____, hereby solemnly declare and affirm that the research work entitled:

“_____” carried out / submitted / presented / published under the academic framework of **Gopinath PG College, Salamatpur, Uttar Pradesh**, is the outcome of my/our own independent, original, and scholarly effort. The research has been undertaken with due regard to academic honesty, ethical responsibility, transparency, and professional integrity expected in higher education and research.

I/we further declare that:

- The research work is original in nature and does not involve plagiarism, fabrication, falsification, duplication, or any other form of unethical academic practice.
- All sources of information, literature, data, ideas, tools, and references used in the study have been appropriately cited and duly acknowledged in accordance with accepted academic conventions.
- The research does not violate any academic, ethical, or professional standards prescribed by the institution, the affiliating universities, or any applicable statutory or regulatory authority.
- In cases where the study involves human participants, informed consent has been obtained, and due care has been taken to protect the rights, privacy, confidentiality, and dignity of all participants.
- There is no financial, personal, or professional conflict of interest that has influenced, or could reasonably be perceived to have influenced, the conduct, analysis, or findings of this research.
- The research has been conducted in compliance with the **Research Policy, ethical guidelines, and academic regulations of Gopinath PG College, Salamatpur, Uttar Pradesh**, and in accordance with the norms and research guidelines prescribed by:

- Veer Bahadur Singh Purvanchal University, Jaunpur
- U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)

I clearly understand that any instance of ethical violation, misrepresentation, plagiarism, or breach of originality detected at any stage may invite appropriate academic or disciplinary action as per institutional rules and the regulations of the affiliating universities.

Researcher Details

- Name of the Researcher: _____
- Programme / Designation: _____
- Department / Subject: _____
- Signature of the Researcher: _____
- Date: _____


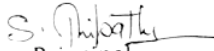
For Office Use Only

Verified by:

Research and Development Cell (RDC)

Gopinath PG College, Salamatpur, Uttar Pradesh

Remarks (if any):



Principal
Gopinath P.G. College
Devali, Salamatpur-Ghazipur

Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon
Open University, Prayagraj)
(Recognised by UGC and NCTE)*

ANNEXURE – 6

RESEARCH PROPOSAL

1. Title of the Study



2. Background of the Study

Brief description of the research context, relevance, and need of the study.

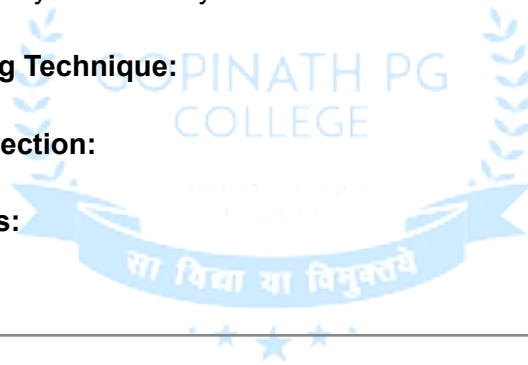
3. Problem Statement

4. Objectives of the Study

- To examine
- To analyse
- To identify

5. Research Methodology

- **Research Design:**
- **Data Sources:** Primary / Secondary
- **Sample & Sampling Technique:**
- **Tools for Data Collection:**
- **Method of Analysis:**



6. Expected Outcomes

Briefly mention the academic, social, or practical outcomes of the study.

7. Time Frame

Proposed duration: _____ months

8. References

(2–5 key references in standard citation style)

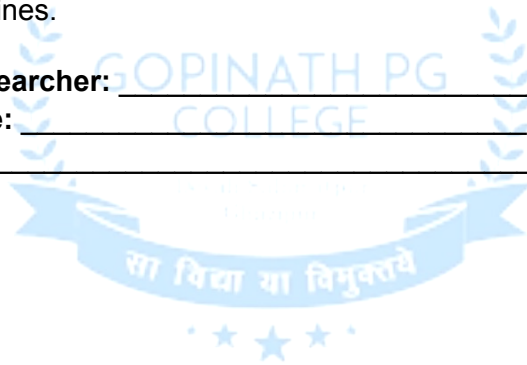
Declaration

I certify that the proposed research work is original and will be conducted following institutional research and ethical guidelines.

Name & Signature of Researcher: _____

Department / Programme: _____

Date: _____



S. Nijesh
Principal

Gopinath P.G. College
Devali, Salamatpur-Ghazipur