Bankura University, Bankura -722155, West Bengal, India

Policy Document on Promotion of Research

The mainCampus of Bankura University is located atPurandarpur, Bankura Block – II, (Beside NH 60), Bankura, West Bengal. The University offers Undergraduate, Postgraduate and Doctoral Degree Programmes in different disciplines. The University believes in a judicious combination of teaching and research for the benefit of student. It has plans to cultivate academic and research collaborations with national and international universities, government agencies and industries to meet the immediate needs of society and industry.

Objective:

1. To inspire faculty to undertake research projects in thrust areas in science and Arts funded by various national and international agencies.
2. To motivate post graduate students to pursue doctoral research at various national and international universities.
3. To explore frontierareasof knowledge and ensure its practical implementation through collective efforts and quality research work to contribute to the social, cultural, or economic well-being of society.
4. To provide a creative and sustainable atmosphere by appropriate facilities and resources in which higher studies and research thrive amongst the faculty and students.
5. To encourage students and faculty members to write and submit research proposal inviting extramural funding (like CSIR, UGC, DST,RGNF) and establish a best level ofresearch facility.
6. To promotecollaboration and cooperation inresearch with foremost national and international universities.
7. To publish high quality and original research works in renowned journals or patents.
8. To inspire and guide faculty and students to participate in various National and International conferences, seminars, symposia, workshopsto enrich the research awareness among faculty through discussions with distinguished researchers.

Policy of encouragement to Faculty:

Teaching and Research are the main roles assigned to the faculty of the BankuraUniversity. Teaching is a prime job that needs to be performed at the highest level of capability and this is possible only when the faculty is deeply involved in the research activities. Research updates the faculty about the advances in their field of

expertise and essentially facilitates enhancement of quality in teaching.Its helps the Universityto improve the quality of education to the optimum level.

Policy Statements

To achieve the high quality research environment at Bankura University, the following policies have been in practice with frequent efforts for revision and update.

1. University reserves the right to modify or amend this policy in whole or in part at any time,with or without notice to improve the research quality of Bankura University.The policy can be withdrawn at any point of time without any formal notice to anybody.

2. Faculty of each department shall conduct research in focus areas of research andapply for a minimum of one government funded project.All departments shall strive for recognition by National/International agencies through schemes/funding from agencies such as Department of Science and Technology (DST), Council of Scientific and Industrial Research (CSIR), All India Council for Technical Education (AICTE), University Grants Commission (UGC), Indian Council of Social Science Research (ICSSR) and Indian Council for Cultural Relations (ICCR)

3. The faculty members of all the departments shall tie-up with industries and undertake funded research in emerging areas and industry relevant areas.

4. Every research proposal shall pass through a multi-step review, where the research proposal shall first be reviewed by the Principal Investigator/ Co-Investigator and then by the concerned Head of the Department/experts in the department. The proposal shall then be scrutinized by the R&D committee before submission to the funding agency. Every research proposal, publications and research papers of faculty have to go through plagiarism check. Bankura University have a subscription of plagiarism checker software "Ouriginal".

5. Separate stock registers shall be maintained for the entire R&D for the externally funded projects in every department.

6. Principal Investigator and Co-Investigator shall ensure that the equipment and software purchased are maintained in the laboratory/department and shall be entered in the stock register.

7. The entire sanctioned amount shall be utilized as per the guidelines of the funding agency.

8. In case the Principal Investigator leaves the Institution, all the items purchased shall remain as an asset of the Institution.

9. All Heads of the Department must regularly and diligently update the R&D information on the University website for department and give reports to R&D team.

10. Each department must regularly conduct national and international conferences, seminars, faculty development programmes and workshops on research methodology to enhance the research awareness among faculty by

organizing discussions with eminent researchers.Financial support shall be provided by the university. The Head of departments should apply for financial support to the vice-chancellor through Research Co-ordinator.

11. Research Co-ordinator shall be responsible for development of infrastructure conducive for promoting the quality and quantity of research and development, disbursement of Institute Research Funds to established researchers, monitor the application of Research Funds to ensure that the funds are properly and formally accounted for.

12. Data or information shall begathered and recorded in such a waythat it can be made available at anytime (after completion of the project) to other interested parties without undermining confidentiality.

13. Researchers shall be honestwith sponsors of their research abouttheir qualifications and their researchexpertise and skills.

14. Researchers shall only utilise asponsor's funds for purposes explicitlyapproved by the sponsor.

15. The methods, contents andresults of research that has beenfunded (fully or partially) by externalfunds, shall be fully disclosed.

16. Full particulars of the person orinstitution from outside the Institute whofunded the research shall be providedin the published results of the research.

17. All the researchers will get the facility to use departmental laboratory and equipment's. The faculty members must inform to the registrar if any sophisticated equipment's, which are required but not available in the university. The faculty members shall take the facility from other university and if charge is applicable for the instruments, faculty shall use their contingency and travel grant of the research project.

18. Postgraduate student shall pursue research under a faculty. To enrol for Ph. D. programme, the students must have to qualify either NET/SET or RET conducted by Bankura University. The scholars may avail the opportunity of Non-NET fellowship entitled, 'Swami Vivekananda Merit-Cum-Means Fellowship' of Government of West Bengal and facilitated by Bankura University.

19. Researchers having Ph. D. degree may apply for post-doctoral fellowship like NPDF, DSKPDF to pursue post-doctoral research under the supervision of faculty members of Bankura University. The university is committed to provide the research facility at its best.

20. All innovative projects of faculty are earmarked for filing patents on successful completion. Suitable recognition and incentives are given to those faculty members with patents.Financial and legal assistance shall be provided to those who are interested in registering for the patent.The patent shall irrevocably be registered in the name of BKU with the researcher's name prominently featuring as the inventor.

21. Publications of the faculty members in UGC CARE journals are appreciated.

22. The University conducts the Ph. D. programme as per the provisions of its Ph. D. regulations : The University Regulations relating to Doctoral Degree 2015 and 2017 and its 1st amendment 2020 as the case may be. Here it is pertinent to mention that the above regulations are based on UGC 2009 and UGC 2016 regulations on Ph. D. programme. The aforementioned Ph. D. Regulations of Bankura University are duly approved by its Executive Council.

23. The mentor is responsible for progression of research scholars. Research scholars have to submit their progress report to the Research Advisory Committee (RAC) in every after six months followed by a presentation. RAC may recommend the termination of registration if the research progress of any scholar is found non satisfactory.

24. Term papers/project works/dissertations of Master degrees should be research oriented and students are encouraged to publish the same in the UGC approved journals.

25. Bankura University has created a tab in its website entitled '**Innovation terrace**' whereby the students/scholars and faculty members get the information and opportunity to participate in several projects funded by the different Universities and Research institutes across the globe. Bankura University has tied-up with several international universities and also get the opportunity to visit those universities.

26. **Facilities available on Campus:**The research facilities available on campus are:

(i) A well-equipped Central library with sufficient amount of Books, e-Books and e-journals. Bankura University will purchase more journals subscription to gain access to the latest in research.

(ii) All the departments have laboratories withappropriate facilities and resources.

(iii) Bankura University have a subscription of plagiarism checker software "Ouriginal".

(iv)Bankura University provided personal computer (PC) to all the faculty members for teaching and research purpose.

(v) We have well-equipped computer rooms with sufficient number of computer for teaching and research purpose.

(vi) Bankura University provides the different required software to facilitate the research activities.

(vii) Bankura University subscribes e-book, e-journals to create proper research eco-system.

(viii) The University has MOU with INFLIBNET to publish/upload thesis in SODHGANGA

(ix) The University has subscription of DELNET.

(x) The University encourages the departments to publish the journals. At present, English, Political Science and History departments are publishing

online journals. We also publish an interdisciplinary journal named "Interface".

(xi) The University felicitates its faculty members for their recognitions/getting awards in State/National/International forum.

(xi) An annual contingency fund is provided to the departments for its developments.

R&D Cell:

The R&D cell comprises of faculty members from various departments of Bankura University. This committee oversees the smooth and efficient co-ordination of research and development activities in the University, thus fostering overall growth.

The constitution of the cell is as follows.

Chairman: Vice-Chancellor

Co-Chairman: Registrar

Convener: Research Co-ordinator

Members: Dean, Development Officer, Secretary- PG Faculty Council, Secretary- UG Faculty Council, Chairpersons of doctoral committees.

Implementation:

Bankura University implements and monitors the above policies with the aid and advice of :-

☐ University R&D cell
☐ Doctoral Committees
☐ Board of Research Studies
☐ Research Advisory Committee
☐ Research Guides/Supervisors
☐ Research Ethics Committee
☐ IQAC

Bankura University maintains policy documents on promotion of research and strictly follows Code of ethics for research.

Code of Ethics for Research:

The primary purpose of the code of ethics for research of Bankura University is to maintain the integrity of social, linguistic, biological and scientific investigation through the freedom to research and freedom to publish and disseminate the results of the research.

Bankura University aims to promote the following values in the conduct and management of research:

i.   **Ethics:** Research is conducted in an ethical manner ensuring dignity, rights, safety, and privacy within the researcher ecosystem.

ii. **Rigour:** Research ensures high quality design, reliable data, the appropriate use of methods, rigorous and careful analysis, and transparent reporting and interpretation of the results.

iii. **Relevance:** In the endeavour of expanding the knowledge-base and understanding the environment and ecosystem, research advances the short- and long-term goals of science, humanities and society

iv. **Honesty:** Strive for honesty in all scientific communications. Refers to being accurate and truthful about one's self, one's work, and in acknowledging the work of others; reporting all the findings; and making valid interpretations and claims.

v.   **Transparency:** Honesty is promoted through transparency in developing, undertaking, reviewing, reporting, and communicating research in a fair, comprehensive, and unbiased fashion.

vi. **Impartiality:** Objectivity and lack of bias are the core principles of research. Researchers should avoid conflicts of interest in setting research priorities, establishing research collaborations, choosing research questions, and interpreting and assessing the implications of the research results.

vii. **Independence:** Research functions must be insulated from both the appearance and the reality of undue influence of funders or other non-researchers with a stake in the outcome of the research. To promote objectivity, researchers should be allowed independence in the design, conduct, analysis, interpretation, and dissemination of the research and research findings.

viii. **Accountability:** Research will comply with both the spirit and the letter of relevant rules and procedures such as regulations governing professional standards

ix. **Integrity:** Keep your promises and agreements; act with sincerity; strive for consistency of thought and action.

x.   **Carefulness:** Avoidance ofnegligence and careless errors is desired highly. Careful and critical examination of own work and the work of others and maintaining decentrecords of research activities and correspondence with agencies or journals is always required.

xi. **Respect for Intellectual Property:** Assure proper Honourto all forms of intellectual property like patent, copyright etc.Use of unpublished data, methods, or results without permission is prohibited. Provideappropriate acknowledgement for all contributions.

xii. **Confidentiality:** Confidential communications like personnel records, papers communicatedfor publication, grants submitted for consideration, patient records etc. must be protected suitably

xiii. **Responsible Publication:** Strive for the publication towards the advancement of research and society avoiding wasteful and duplicative publication.

xiv. **Respect for Colleagues:** Respect your colleagues and treat them fairly.

xv. **Social Responsibility:** Strive to promote social good and prevent or mitigate social harms through research, public education, and advocacy.

xvi. **Non-Discrimination:** Avoid discrimination against colleagues or students on the basis of sex, race, language, ethnicity, class or other factors that are not related to their scientific competence and integrity.

xvii. **Animal Care:**Every department of Bankura University which has animal house and involve animals in research should adhere guidelines of the Committee for the Purpose of Control and Supervision on Experiments on Animals (CPCSEA),

xviii. **Human Subjects Protection:** When conducting research on human subjects, minimize harms and risks and maximize benefits; respect human dignity, privacy, and autonomy; take special precautions with vulnerable populations; and strive to distribute the benefits and burdens of research fairly.

xix. **Working with Chemicals:** Every researcher at Bankura University is expected to follow the guidelines for recognizing potential chemical hazards and employing corrective actions in order to expeditiously minimize accidents stated by the Bureau of Indian Standards, Govt. of India especially with the hazardous chemicals.

xx. **Radiation Safety:** Every researcher at Bankura University is expected to strictly follow the guidelines set by the Department of Atomic Energy, Govt. of India, while working with radiation sources in laboratories.

Conflict of Interest

A conflict of interest (COI) arises when a researcher can derive personal gain while acting in an official capacity. Conflict of interest has been defined as: "… a situation in which financial or other personal considerations have the potential to compromise or bias professional judgement and objectivity." An apparent conflict of interest is one in which a reasonable person would think that the professional's judgement is likely to be compromised.

To avoid potential conflict of interest:

- Declare any real or perceived financial or professional conflict of interest
- Beware of and abide by the organizational regulations and guidelines regarding the management of potential conflicts of interest
- Constitute and follow a policy of complete disclosure especially with respect to the financial conflicts
- Focus on the scientific merits when conducting a grant or manuscript evaluation
- Undergo training to uncover personal conscious and unconscious biases and exercise constant vigilance.

Plagiarism

The appropriation of another person's ideas, processes, results, or words without giving appropriate credit. The following best practices should be maintained to avoid Plagiarism:

i. In general, a person using another author's text, data, methods, ideas, results or formulations should identify the author and document the source.

ii. All intellectual property, regardless of format, should be appropriately attributed to the original owner.

iii. Researchers should neither submit previously published results without proper attribution, nor submit the same manuscript to multiple journals simultaneously.

iv. Conference presentations may be regarded as published material and cited appropriately.

v. References to unpublished work of other authors should be identified as a personal communication or directly attributed to the author as an unpublished source.

vi. Reviewers must be particularly careful in ensuring that the material under review is treated as confidential until it has been published. Using parts or ideas from materials under review without proper attribution is not only plagiarism, but is intellectual theft, which places the entire evaluation system at risk.

vii. It is common for a researcher to refer to his or her earlier research. Again, when citing one's own work, it is usually best to treat it in the same way as if one was citing another scholar's work. Neglecting to take such precautions is called self-plagiarism.

Levels of Plagiarism

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:
i. Level 0: Similarities upto 10% - Minor similarities, no penalty
ii. Level 1: Similarities above 10% to 40%
iii. Level 2: Similarities above 40% to 60%
iv. Level 3: Similarities above 60%

Detection/Reporting/Handling of Plagiarism

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation the DAIP shall investigate the matter and submit its recommendations to the Institutional Academic Integrity Panel (IAIP) of the HEI.
The authorities of HEI can also take *suomotu* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the HEI on the basis of findings of an examiner. All such cases will be investigated by the IAIP.

Departmental Academic Integrity Panel (DAIP)
i. All Departments in HEI shall notify a DAIP whose composition shall be as given below:
a. Chairman - Head of the Department
b. Member - Senior academician from outside the department, to be nominated by the head of HEI.
c. Member - A person well versed with anti plagiarism tools, to be nominated by the Head of the
Department.
The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including Chairman).
ii. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.
iii. The DAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.
iv. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.
Institutional Academic Integrity Panel (IAIP)
i. HEI shall notify a IAIP whose composition shall be as given below:
a. Chairman - Pro-VC/Dean/Senior Academician of the HEI.
b. Member - Senior Academician other than Chairman, to be nominated by the Head of HEI.
c. Member - One member nominated by the Head of HEI from outside the HEI
d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Head of the HEI.
The Hon'ble Vice Chancellor of Bankura University has authorized research Co-ordinator to monitor and check plagiarism with the aid of anti-plagiarism tools.
Penalties in case of plagiarism in submission of thesis and dissertations
Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.
i. Level 0: Similarities upto 10% - Minor Similarities, no penalty.
ii. Level 1: Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
iii. Level 2: Similarities above 40% to 60% - Such student shall be debarred from submitting a revised script for a period of one year.
iv. Level 3: Similarities above 60% -Such student registration for that programme shall be cancelled.
Penalties in case of plagiarism in academic and research publications
I. Level 0: Similarities up to 10% - Minor similarities, no penalty.
II. Level 1: Similarities above 10% to 40%
i) Shall be asked to withdraw manuscript.
III. Level 2: Similarities above 40% to 60%
i) Shall be asked to withdraw manuscript.
ii) Shall be denied a right to one annual increment.

iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.

IV. Level 3: Similarities above 60%

i) Shall be asked to withdraw manuscript.

ii) Shall be denied a right to two successive annual increments.

iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

The ethics policy of Bankura University is based on the Guidelines of UGC on GOOD ACADEMIC RESEARCH PRACTICES, September 2020 with the necessary modification to meet the requirements of Bankura University.

Ethics Committee

a) Prof. Deb Narayan Bandyopadhyay, Hon'ble Vice Chancellor, Bankura University-Chairman

b) Prof. (Dr.) Subir Kumar Roy, Registrar (Addl. Charge), Bankura University-Convenor

c)Prof. Jayanta Kumar Saha, Dean (Officiating), Faculty Council of P.G. Studies in Arts, Science etc, Bankura University

d) All convenors of Board of Research Studies, Bankura University

e) Research Co-ordinator, Bankura University

f) Secretary, Faculty Council for Post-Graduate Studies in Arts & Science

g) Prof. Ashutosh Ghosh, Hon'ble Vice Chancellor, Rani Rashmoni Green University

h) Dr. Debajyoti Konar, Registrar, Presidency University

i) Prof. Krishna Sen, Department of English, Calcutta University (Retd.)

Felicitation Policy to Faculty Members for Receiving State/National/International Recognitions/Awards

The Bankura University felicitates its faculty members for their achievements and contributions towards research and education. Bankura University commendations/felicitations and certificate of honour is given to faculty members for:

1. getting fund for different project activities/fellowships from the Research Institutes/Governmental or Non-Governmental Organizations/ Universities/ International Forums/ Industries etc.
2. publications in UGC CARE journals or through reputed National and International publishers.
3. Getting fund for seminars from UGC, DST, SERB, NBHM, ICSSR, ICPR, ICHR, CSIR and like categories of research institutes.
4. Receiving awards/recognitions from State/National/International Forum.

IQAC will consider and decide the eligibility of applicants for receiving such felicitations from the University. In case of any conflict/conflicting interests the decision of Hon'ble Vice Chancellor will prevail over.

(Approved in the University Council on 03.12. 2015)

BANKURA UNIVERSITY

BANKURA, WEST BENGAL

Regulations relating to Doctoral (Ph.D.) Degree

THE UNIVERSITY REGULATIONS RELATING TO DOCTORAL DEGREE

Phase-I

Regulations relating to Admission to Ph.D. Programme

U. Reg. 1. (Doct.) (1) Any person holding the Master's Degree of Bankura University and / or the Master's Degree or other degree of any Statutory University / Institute in India or abroad recognised as equivalent to the Master's Degrees of Bankura University may apply to the Registrar of the University in the prescribed form for admission to Ph.D. Programme in any of the subjects in which the Doctoral Degree may have been instituted, provided that he / she has been declared to have passed the aforesaid examination in that subject or in an allied subject recognised as such by the University Council.

(2) Any person holding the Master's Degree of any Statutory University / Institute in India or abroad in a subject in which instructions at the Master's Degree level is not imparted, either at the University or any of its constituent / affiliated colleges and which is recognised as equivalent thereto by the University, may apply to the Registrar of Bankura University in the

prescribed form for admission to Ph.D. Programme in the relevant subject in which the Doctoral Degree may have been instituted. .

(3) Ahead of the admission process the University will notify the number of candidates to be admitted to the Ph.D. Programme subject-wise through its website and advertisement in leading newspapers. Every application in response to the notification for admission to Ph.D. Programme shall contain a full statement of the qualifications of the candidate with the relevant supporting documents.

(4) The reservation policy of the State shall be taken into consideration while admitting students in the Ph.D. Programme.

U. Reg. 2. (Doct.) (1) For getting admission to the Ph.D. Programme a candidate shallhave to appear for the written test to be conducted by the Controller of Examinations for Post-graduate Studies concerned with the respective Heads or Teachers in Charge of its related University Departments of Studies / Directors or Chairmen of its related University Schools of or Centres for Studies and secure minimum qualifying marks of 50%, or as may be determined by the University Council from time to time, in this Entrance Test.

(2) The candidates who have an M.Phil. /M.Tech. / M.S./ L.L.M. or a Degree deemed equivalent having at least 6 years of Under-graduate and Post-graduate studies, or who have qualified in the NET / SET / SLET / GATE / UGC(JRF) / CSIR(JRF) or any other examinations that may be deemed equivalent by the University Council are exempted from appearing at the Entrance Test for Ph.D. Programme.

U. Reg. 3. (Doct.) (1) After qualifying in the entrance test or getting exemption from it,each candidate shall have to appear for an interview to be conducted by the Ad Hoc Research Advisory Committee at the level of individual University Department of Studies / University School of or Centre for Studies concerned. At the time of interview the Ad Hoc Research Advisory Committee will objectively assess the research interest of the candidate in the relevant field/area as well as his/her past academic records and award

marks giving equal weights to both of these aspects. To qualify in the viva voce test the candidate must obtain a minimum of 50% marks or as may be determined by the University Council from time to time. Subject-wise merit list will be prepared and admission to fill up the vacant positions of Ph.D. Programme will be offered in order of merit.

(2) The allotment of the Supervisor(s) for each candidate who qualifies the viva voce test shall also be decided by the Ad Hoc Research Advisory Committee in its subsequent meetings before the commencement of the course work keeping in view the research interest of the candidate, expertise of the Supervisor(s) and also the number of existing research scholars of the Supervisor(s).

U. Reg. 4. (Doct.) (1) There shall be an Ad Hoc Research Advisory Committee for each of theUniversity Departments of Studies / University Schools of or Centres for Studies, which is to be constituted by the Department / School / Centre concerned. The members of the Research Advisory Committee shall be–

 (a) All whole time teachers of the University Department / University School or Centre,

(b) One subject expert from outside the University,

(2) The Vice Chancellor of the University School or Centre shall act as the Chairman of the respective Ad Hoc Research Advisory Committees.

(3) The Head of the Department will act as the Convener of the Committee

(3) One--third of the total number of members plus one of the Ad Hoc Research Advisory Committee shall form the quorum for a meeting of the Committee which shall be convened by the Head of the Department/Registrar on the recommendation of the Chairman of the Committee.

. (4) If deemed necessary by the Chairman of the Research Advisory Committee, supervisors concerned may be invited to attend and participate in the meeting of the Ad Hoc Research Advisory Committee, but they shall have no right to vote.

(5) The Ad Hoc Research Advisory Committee shall be constituted by the University Department of Studies / School of or Centre for Studies with the approval of

the Vice-chancellor of the University and the members prescribed in *U.Reg.4. (Doct.) (1) (b) & (c)* shall continue to function for a period of four years.

(6) The Ad-Hoc Research Advisory Committee in its meeting shall –

(a) Conduct viva voce test of candidates for admission to Ph.D. Programme,

(b) Select candidates for Ph.D. Programme and allot / approve the supervisor(s) for each candidate, frame, allot, co-ordinate and approve the course work [as prescribed *U.Reg.7.(Doct.)*] to be pursued by the doctoral candidate prior to his/her registration in Ph.D.Programme in the subject concerned,

(c) Recommend the name(s) of Examiner(s) for evaluation of term paper (or any other paper, if deemed necessary) as a part of the course work to be pursued by any doctoral candidate,

(d) Declare the persons who qualify in the course work and subsequently recommend their names for registration as candidates for Ph.D. Programme,

(e) Consider the applications of the candidates and take decision thereof or such other decisions as desired by the Vice-chancellor relating to the admission and course work for Ph.D. Programme in the subject concerned.

(7) The recommendations and reports of the Ad Hoc Research Advisory Committee will be forwarded to the Registrar for keeping records and also for consideration of the appropriate Board of Research Studies.

U. Reg. 5. (Doct.) (1) Not more than eight candidates can work under the guidance of aSupervisor at a time. While counting the existing number of doctoral candidates of a Supervisor, no distinction shall be made between joint supervision and sole supervision.

(2) Notwithstanding anything contained elsewhere in these regulations, a teacher of the University Department of Studies may be registered for a Doctoral Degree as an independent candidate (i.e., without being attached to a Supervisor).

U. Reg. 6. (Doct.) Each doctoral candidate shall pay non-refundable fees separately forentrance test, viva voce test, course work, Ph.D. registration/re-registration, seminar presentation, submission/resubmission of thesis for evaluation and others, if any, related to Ph.D. Programme as may be prescribed by the University Council from time to time.

Phase-II

Regulations relating to Pre-registration Phase of Ph.D. Programme

U. Reg. 7. (Doct.) (1) A candidate after having been qualified in the written test andviva voce test [only viva voce test for exempted category of candidates as prescribed *U.Reg.2. (Doct.)*] shall have to undertake and satisfactorily complete the courses /modules equivalent to one semester course work of six months' duration prior to getting registration for Ph.D. Programme.

(2) The courses / modules related to the course work for Ph.D. Programme shall include at least two full papers carrying 100 marks each, out of which one full paper shall be on research methodology. Subject-wise / discipline-wise. All such courses / modules for Ph.D. Programme shall be framed / revised by the respective Ad Hoc Research Advisory Committees and subsequently be approved by the University Council.

(3) In the course work a candidate may opt for any optional paper related to his / her Ph.D. work in consultation with his / her supervisor(s) [in consultation with the Head of the Department / Chairman or Director of Centre or School concerned in case of independent candidate] subject to the approval of the Ad Hoc Research Advisory Committee concerned.

(4) In place of optional paper a candidate may also choose for the term paper, which shall be on literature survey / literature review related to his / her field of research work, subject to the approval of the Ad Hoc Research Advisory Committee concerned on recommendation of his / her Supervisor(s) [the Head of the Department / Chairman or Director of Centre or School concerned in case of independent candidate].

(5) The course work can be carried out in the University Department of Studies / Centre for Studies / School of Studies concerned or in any sister Department / Centre / School at the University.

(6) All papers including term paper of the course work shall be properly evaluated under the supervision of the Controller of Examinations or by an appropriate

authority as per the existing examinations rules and regulations of the universitywhere the candidate will be allowed to carry out his / her course work and the candidate shall produce the relevant document evidencing the successful completion of the course before the Ad Hoc Research Advisory Committee for its approval and recommendation for registration to Ph.D. Programme. On the basis of this recommendation the Chairman of the Ad Hoc Research Advisory Committee will issue the course work completion certificate to the candidate concerned.

(7) The course work must be completed within two years from the date of qualifying in the viva voce test prescribed in *U. Reg. 3. (Doct.) (1)*.

(8) A candidate having an M. Phil. degree will be exempted from undertaking the course work for Ph.D. Programme provided that he / she has pursued the M. Phil. Programme with course work or an M. Phil. Programme integrated to Ph.D. Programme.

(9) On completion of the course work the candidate shall be required to submit anapplication for registration as a doctoral candidate in prescribed from to the Registrar within a period of one year from the date of receiving the course work completion certificate from the Chairman of the Ad Hoc Research Advisory Committee. The application shall be endorsed both by (i) the Head of the University Department of Studies or Chairman / Director of the University School of / Centre for Studies and (ii) the supervisor(s), if any, of the candidate.

Phase-III

Regulations relating to Post-registration Phase of Ph.D. Programme

U. Reg. 8. (Doct.) (1) The candidate shall deliver at least one seminar on his / herresearch work in the University Department / University School / University Centre

concerned before submission of his / her thesis and that seminar presentation must be open to all Faculty members and research students concerned for getting their feedback and comments, which may be suitably incorporated into the thesis under the advice of the supervisor/s [the Head of the Department / Chairman or Director of Centre or School concerned in case of independent candidate].

(2) The candidate shall also publish at least one research paper related to his research work in a referred journal / peer reviewed journal / journal having ISSN or in a book having ISBN number before submission of the thesis and produce evidence for the same in the form of acceptance letter or the reprint at the time of submission of his / her thesis.

U. Reg. 9. (Doct.) (1) The Board of Research Studies shall approve names of six personsnot below the rank of Professor/Scientist Grade E or its equivalent who have their expertise on the relevant field of research work, for appointment as examiners of each thesis by considering the list to be submitted by the supervisor(s), if any.

A Board of Examiners, consisting of two external experts and the supervisor(s), shall be appointed of which at least one external expert shall be from outside the State. The thesis submitted by a candidate without being attached to any Supervisor will be examined by three external experts of which at least one expert shall be from outside the state.

U. Reg. 10. (Doct.) The Viva-voce as mentioned in U.Ord.14(Doct.) shall be openlydefended by the candidate before the departmental committee concerned.

U. Reg. 11. (Doct.) One soft copy of the thesis shall be sent to the U.G.C. within threemonths from the date of the award of Ph.D. degree to a candidate and another soft copy of the Ph.D. thesis shall be preserved in the University.

U. Reg. 12. (Doct.) In case of any dispute that may arise in connection with the aboveregulations, the decision of the University Council of the University shall be final and

binding. Further the University Council of the University shall have the right to change any of these regulations, as per necessity, in any time.

REGULATIONS RELATING TO DOCTORAL (Ph.D.) DEGREE

w.e.f.

July, 2017

Regulations Relating to Doctoral (Ph.D) Degrees

[Approved by the Executive Council in its meeting held on 19.08.2017]

In exercise of the powers conferred by Sub Section (2) of Section 58 of Bankura University Act, 2013 (West Bengal Act XIX of 2013) and Section 112(1) and (2) of Chapter XIII of Bankura University First Statutes, 2016 Bankura University hereby makes the following Regulations, namely:-

1. **Preamble**

   The Degree of Doctor of Philosophy (Ph.D.) is awarded to a candidate who has submitted a thesis on the basis of original work done in any particular discipline/inter-discipline that makes a contribution to the advancement of knowledge, which is approved by suitably appointed examiners and prerequisites, as per regulations.

2. **Short Title, Application & Commencement:**

   2.1 These regulations may be called the **Bankura University (Regulation for the Degree of Doctor of Philosophy, Ph.D.), Regulations 2017**.

   2.2 They shall apply to every candidate applying for admission, registration, conduct and conferment of the Degree of Doctor of Philosophy (Ph.D.) of this University.

   2.3 They shall come into force with the passing of the same by the Executive Council of the University.

   2.4 Notwithstanding anything contained in any other Rule or Regulation for the time being in force, all admissions, course works, registrations, and conferment of Degree

shall be guided by these regulations.

3. Eligibility Criteria for Admission to Ph.D. Programme:

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

3.1 Candidates for admission to the Ph.D. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions. For joining Ph.D. programme in Education, eligibility in the last qualifying examinations should be: (a) M.A./ M.Sc. in Education - 55% or (b) M.Ed. – 55% preceded by M.A./ M.Sc. – 50 % and B.Ed. – 55%.

3.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

3.3 Candidates who have cleared the M.Phil. course work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) and successfully completed the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph.D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.

3.4 A person whose M.Phil. Dissertation has been evaluated and the *viva voce* is pending may be admitted to the Ph.D. programme of the same Institution.

3.5 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

4. **Duration of the Programme:**

4.1 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

4.2 Extension beyond the above limits will be governed by the relevant Rules as stipulated in the Statute/Ordinance of Bankura University.

4.3 Women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of a maximum of two years during the Ph.D. programme. In addition, women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

5. **Procedure for Admission**

5.1 The University shall lay down and decide, in the beginning of the Admission, a predetermined and manageable number of doctoral students, based on the number of teachers eligible to guide doctoral research in any given subject-discipline and their respective vacancies.

5.2 A seat shall be considered to be vacant only after a registered research scholar submits his/her Thesis for Ph.D.

5.3 The available number of seats should be obtained from respective departments through the Doctoral Committee before notification. All faculty members of the department having Ph.D. degree shall be the members of the Doctoral Committee. The Head/T.I.C. of the Department shall be the *ex officio* Chairperson of the Doctoral Committee. The University shall notify the number of seats available for Ph.D. Programme in its website.

5.4 Admission to the Ph.D. programme shall be through the Ph.D. Entrance Test to be conducted in the University by the PG Department/recognized Institute concerned in each discipline for Master's level students. The syllabus of the Entrance Test shall consist of 50% questions on research methodology and 50% on the concerned subject. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centres, if any, also to be notified well in advance).

5.5 Applicants, who have qualified UGC-NET (including JRF) / UGC-CSIR NET (including JRF) / SLET / GATE / JEST, or holding teacher fellowship or having M.Phil. Degree or having previously completed Ph.D Course work from any recognized University or any International student shall be exempted from the Ph.D. Entrance Test.

5.6 Once the results of the Ph.D. Entrance Test are declared (qualifying marks 50%), the concerned PG Department shall organize the meeting of the Board of Research Studies for presentation and *viva voce* for final selection of a Ph.D. candidate.

5.7 The PG Department concerned shall call only successful candidates for counselling-cum-interview session, wherein these candidates shall be expected to discuss their research interest/area through a presentation before a duly constituted Board of Research Studies which shall objectively assess their past academic records and award marks giving equal weightage to both of these aspects. To qualify in the *viva voce* test, the candidate must obtain a minimum of 50 % marks or as may be determined by the University Authority from time to time. Subject-wise merit list will be prepared and admission to fill up the vacant positions of Ph.D. Programme will be offered in order of merit.

5.8 Each PG Department/recognized Institute shall admit only a pre-determined number of students to its Ph.D. programme. After declaring the available seats in the respective subjects, no seat will be added later on.

5.9 The reservation of seats for SC, ST, OBC-A, and OBC-B, shall be as per the rules of the state government.

5.10 The University shall maintain the list of all the M.Phil. / Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.

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6. Fees

Non-refundable fees related to the Ph.D. Programme may be determined by the University Authority from time to time.

7. Allocation of Research Supervisor

Eligibility criteria to be a Research Supervisor, Co-Supervisor, number of Ph.D. scholars permissible per Supervisor, etc. are given below

7.1 Any regular Whole Time Professor of the University/Institution with at least five research publications in refereed journals and any regular Whole Time Associate/Assistant Professor of the university/institution with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the university may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

7.2. External supervisors are not allowed. However, a Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other recognized institutions with the approval of the Board of Research Studies.

7.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Board of Research Studies depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/*viva voce.*

7.4 In case of topics which are of inter-disciplinary nature, where the Board of Research Studies feels that the expertise in the Department has to be supplemented from outside, the Board of Research Studies may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

7.5 A Research Supervisor/Co-Supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) [2] Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars and an

Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.

7.6 In case of relocation of an Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however give due credit to the parent guide and the institution for the part of research already done.

8. Course Work:

Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.

8.1 The credit assigned to the Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.

8.2 The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits (one full paper of 100 marks) shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree.

8.3 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the Board of Research Studies.

8.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Board of Research Studies.

8.5 All candidates admitted to the Ph.D. programmes shall be required to complete satisfactorily the course work prescribed by the Board of Research Studies during the initial one semester.

8.6 Candidates 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 those who have already completed Ph.D. course work in any recognized University, 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.

8.7 A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever grading system is followed) in the course work in order to be eligible to continue in the programme and submit the thesis. Unsuccessful candidates, due to not appearing for the examination or not obtaining the qualifying marks in the examination are eligible to appear once in the next chance for the said purpose to qualify the Ph.D. course work examination.

8.8 Regarding the Ph.D. course work examination, Research Advisory Committee will recommend the name of paper-setters, moderators, examiners with the approval of the Vice Chancellor. HOD/Teacher-in-Charge will act as a convener in the moderation board, prepare the final question papers, and look after the total examination process i.e. works during and after the examination. Finally, all answer scripts and tabulation sheet (hard copy and soft copy) will be submitted to the Authority.

9. Functions of the Doctoral Committee shall be as follows:

9.1 To determine the number of seats available in the Departments/Centres for Ph.D. programme, and specializations related thereto;

9.2 To conduct the entrance examination of the Ph.D. programme;

9.3 To prepare and publish the list of the qualified candidates of the entrance examination.

10. Board of Research Studies and its functions:

10.1 There shall be a Board of Research Studies, as defined in the Statutes/Ordinances of the Bankura University for Ph.D.Programme.

10.2 This Board shall have the following responsibilities:

To prepare and recommend the names of the Ph.D. candidates for Registration and allot Ph.D. supervisors after reviewing the presentation and *viva voce* relating to the research proposal and finalizing the topic and title of research.

To recommend the name of new / joint supervisor(s) in case of death / resignation / retirement of the supervisor.

To frame / revise all courses / modules of coursework for Ph. D. programme which has to be subsequently approved by the Vice Chancellor.

To perform any other duties related to admission to the research programmes as desired by the University authority.

11. **Research Advisory Committee and its Functions:**

11.1. There shall be a 03 (Three) member Research Advisory Committee for each Ph.D. scholar. The members of the Research Advisory Committee shall be --

a) The Research Supervisor/Co-Supervisor of the Scholar, who shall also be the Convener of this Committee.

b) The Head of the Department concerned/ T.I.C.

c) An expert from department concerned or allied/relevant department(s) of the University to be nominated by the Board of Research Studies from the Panel of 03 (Three) members submitted by the Research Supervisor in consultation with the Head of the Department.

11.2. This Committee shall have the following responsibilities:

a) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.

b) To periodically review and assist in the progress of the research work of the research scholar.

c) To recommend the name of the Paper Setter(s), Examiner(s) for Ph.D. Course work Examination.

d) To finalize the result of Ph.D Course work Examination and submit to the appropriate authority.

11.3 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the Research Advisory Committee to the Institution/College with a copy to the research scholar.

11.4 In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Institution/College, with specific reasons, for cancellation of the registration of the research scholar.

11.5 On the basis of the recommendation of the Research Advisory Committee, the authority concerned will issue the course work completion certificate to the candidate concerned.

12. **Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.:**

12.1 Prior to the submission of the thesis, the scholar shall make at least one presentation in the Department before the Research Advisory Committee of the Institution concerned, which shall also be open to all faculty members, other research scholars and students. The feedback and comments obtained from them may be suitably incorporated into the thesis in consultation with the Research Advisory Committee.

12.2 Ph.D. scholars must publish at least one (1) research paper in a refereed journal and make two paper presentations in conferences/seminars before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

12.3 The University shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

12.4 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners nominated by the Vice Chancellor (not below the rank of Professor/Scientist Grade E or its equivalent who have their expertise on the relevant field of research work) out of a list submitted by the supervisor(s), if any, of whom one examiner shall be from outside the state or may be from outside the country. The *viva voce*, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research

Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.

The thesis submitted by a candidate not attached to any supervisor will be examined by three external experts of which at least one expert shall be from outside the state or may be from outside the country.

12.5 The public *viva voce* of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the thesis is/are satisfactory and include a specific recommendation for conducting the *viva voce* examination. If the evaluation report of the external examiner on the thesis is unsatisfactory and does not recommend *viva voce*, the Institution shall send the thesis to another external examiner out of the approved panel of examiners and the *viva voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

12.6 The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.

12.7 One soft copy of the thesis shall be sent to U.G.C. within three months from the date of award of Ph.D. degree to a candidate and another soft copy of the Ph.D. thesis shall be preserved in the University

13. Academic, administrative and infrastructure requirement to be fulfilled by Colleges for getting recognition for offering M.Phil./Ph.D. programmes:

13.1 Colleges may be considered eligible to offer Ph.D. programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.

13.2 Post-graduate Departments of Colleges, Research laboratories of Government of India/State Government with at least two Ph.D. qualified teachers/scientists/other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Regulations, stipulated under sub-clause 10.3, shall be considered eligible to offer Ph.D.

programmes. Colleges should additionally have the necessary recognition by the Institution under which they operate to offer Ph.D. programme.

13.3 Colleges with adequate facilities for research as mentioned below alone shall offer Ph. D. programmes:

a) In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;

b) Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials;

c) Colleges may also access the required facilities of the neighbouring Institutions/Colleges, or of those Institutions/Colleges/R&D laboratories/Organizations which have the required facilities.

14. Award of Ph.D. degrees prior to Notification of these Regulations, or degrees awarded by foreign Universities:

14.1 Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009 till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2009.

14.2 If the Ph.D. degree is awarded by a Foreign University, the Indian Institution considering such a degree shall refer the issue to a Standing Committee constituted by the concerned institution for the purpose of determining the equivalence of the degree awarded by the foreign University.

15. Depository with INFLIBNET:

15.1 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the University shall submit an electronic copy of the Ph.D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.

16.   Award of Ph.D. degrees

16.1 Prior to the actual award of the degree, the university shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations, 2016.

17. SC/ST/OBC/PWD applicants from the other states will not get reservation facility.

18.   In case of any dispute that may arise in connection with the above regulations, the decision of the University Executive Council shall be final and binding. Further, the University Authority

shall have the right to amend any provisions of these regulations, as necessary, at any time.

REGULATIONS RELATING TO DOCTORAL (Ph.D.) DEGREE

(1st amendment), 2020

Regulations Relating to Doctoral (Ph.D) Degrees

[The Executive Council accorded approval in its meeting held on 21.09.2020]

In exercise of the powers conferred by Sub Section (2) of Section 58 of Bankura University Act, 2013 (West Bengal Act XIX of 2013) and Section 112(1) and (2) of Chapter XIII of Bankura University First Statutes, 2016 Bankura University hereby makes the following Regulations, namely:-

3. Preamble

The Degree of Doctor of Philosophy (Ph.D.) is awarded to a candidate who has submitted a thesis on the basis of original work done in any particular discipline/inter-discipline that makes a contribution to the advancement of knowledge, which is approved by suitably appointed examiners and prerequisites, as per regulations.

4. Short Title, Application & Commencement:

2.5 These regulations may be called the **Bankura University (Regulation for the Degree of Doctor of Philosophy, Ph.D.), Regulations 2017**.

2.6 They shall apply to every candidate applying for admission, registration, conduct and conferment of the Degree of Doctor of Philosophy (Ph.D.) of this University.

2.7 They shall come into force with the passing of the same by the Executive Council of the University.

2.8 Notwithstanding anything contained in any other Rule or Regulation for the time being in force, all admissions, course works, registrations, and conferment of Degree shall be guided by these regulations.

3.   Eligibility Criteria for Admission to Ph.D. Programme:

Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph.D. programme:

3.1 Candidates for admission to the Ph.D. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions. For joining Ph.D. programme in Education, eligibility in the last qualifying examinations should be: (a) M.A./ M.Sc. in Education - 55% or (b) M.Ed. – 55% preceded by M.A./ M.Sc. – 50 % and B.Ed. – 55%.

3.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

3.3 Candidates who have cleared the M.Phil. Course Work with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade

in a point scale wherever grading system is followed) and successfully completed the M.Phil. Degree shall be eligible to proceed to do research work leading to the Ph.D. Degree in the same Institution in an integrated programme. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/differently-abled and other categories of candidates as per the decision of the Commission from time to time.

3.4 A person whose M.Phil. Dissertation has been evaluated and the *viva voce* is pending may be admitted to the Ph.D. programme of the same Institution.

3.5 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.

4. **Duration of the Programme:**

4.1 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.

4.2 Extension beyond the above limits will be governed by the relevant Rules as stipulated in the Statute/Ordinance of Bankura University.

4.3 Women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of a maximum of two years during the Ph.D. programme. In addition, women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

5. **Procedure for Admission**

5.1 The University shall lay down and decide, in the beginning of the Admission, a predetermined and manageable number of doctoral students, based on the number of teachers eligible to guide doctoral research in any given subject-discipline and their respective vacancies.

5.2 A seat shall be considered to be vacant only after a registered research scholar submits his/her Thesis for Ph.D.

5.3 The available number of seats should be obtained from respective departments through the Doctoral Committee before notification. All faculty members of the department having Ph.D. degree shall be the members of the Doctoral Committee. The Head/T.I.C./Senior most faculty member of the Department having Ph.D. Degree shall be the *ex officio* Convenor of the Doctoral Committee. In extraordinary circumstances, if no Ph.D holder faculty member is available in the department, Vice Chancellor shall nominate the Convenor of the department. The University shall notify the number of seats available for Ph.D. Programme in its website. If Head/TiC is not in a position to become member of the Doctoral Committee, then the senior most faculty member with Ph.D. degree or a faculty member having Ph.D. may be nominated by the Vice Chancellor for the Chairperson of the Doctoral Committee.

5.4 Admission to the Ph.D. programme shall be through the Ph.D. Entrance Test to be conducted in the University by the PG Department/recognized Institute concerned in each discipline for Master's level students. The syllabus of the Entrance Test shall consist of 50% questions on research methodology and 50% on the concerned subject. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centres, if any, also to be notified well in advance).

5.5 Applicants, who have qualified UGC-NET (including JRF) / UGC-CSIR NET (including JRF) / SET / GATE / JEST, or holding teacher fellowship or having M.Phil. Degree or having previously completed Ph.D Course work from any recognized University or any International student or completed Ph.D Course Work from any recognized University previously shall be exempted from the Ph.D. Entrance Test.

5.6 Once the results of the Ph.D. Entrance Test are declared (qualifying marks 50%), the concerned PG Department shall organize the meeting of the Board of Research Studies for presentation and *viva voce* for final selection of a Ph.D. candidate. Provided that a relaxation of 5 % of marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (Non-Creamy layers)/Differently-abled category in the entrance examination conducted by the Universities.

Provided further that, if in spite of the above relaxation, the seats allotted for SC/ST/OBC (Non Creamy layer)/Differently-Abled categories remain unfilled, the University shall launch a Special Admission Drive, for that particular category within

one month from the date of closure of admissions of General Category. The University will devise its own admission procedure, along with eligibility conditions to ensure that most of the seats under these categories are filled.

5.7 The PG Department concerned shall call only successful candidates for counselling-cum-interview session, wherein these candidates shall be expected to discuss their research interest/area through a presentation before a duly constituted Board of Research Studies which shall objectively assess their past academic records and award marks giving equal weightage to both of these aspects. To qualify in the *viva voce* test, the candidate must obtain a minimum of 50 % marks or as may be determined by the University Authority from time to time. Subject-wise merit list will be prepared and admission to fill up the vacant positions of Ph.D. Programme will be offered in order of merit.

The interview/viva voce shall also consider the following aspects, viz. whether:

(a) The candidate possesses the competence for the proposed research;

(b) The research work can be suitably undertaken at the Institution/College;

(c) The proposed area of research can contribute to new/additional knowledge.

5.8 Each PG Department/recognized Institute shall admit only a pre-determined number of students to its Ph.D. programme. After declaring the available seats in the respective subjects, no seat will be added later on.

5.9 The reservation of seats for SC, ST, OBC-A, and OBC-B, shall be as per the rules of the state government.

5.10 The University shall maintain the list of all the M.Phil. / Ph.D. registered students on its website on year-wise basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.

6. Fees

Non-refundable fees related to the Ph.D. Programme may be determined by the University Authority from time to time.

7. Allocation of Research Supervisor   3

Eligibility criteria to be a Research Supervisor, Co-Supervisor, number of Ph.D. scholars permissible per Supervisor, etc. are given below

7.1 Any regular Whole Time Professor of the University/Institution with at least five research publications in refereed journals and any regular Whole Time Associate/Assistant Professor of the university/institution with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the university may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

7.2. External supervisors are not allowed. However, a Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other recognized institutions with the approval of the Research Advisory Committee.

7.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the Board of Research Studies depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interview/*viva voce*.

7.4 In case of topics which are of inter-disciplinary nature, where the Board of Research Studies feels that the expertise in the Department has to be supplemented from outside, the Board of Research Studies may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

7.5 A Research Supervisor/Co-Supervisor who is a Professor, at any given point of time, cannot guide more than Eight (8) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of six (6) Ph.D. scholars and an Assistant Professor as Research Supervisor can guide up to a maximum of four (4) Ph.D. scholars.

7.6 In case of relocation of an Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The scholar will however

give due credit to the parent guide and the institution for the part of research already done.

8. **Course Work:**

Credit Requirements, number, duration, syllabus, minimum standards for completion, etc.

8.1 The credit assigned to the Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.

8.2 The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits (one full paper of 100 marks) shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree.

8.3 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify content, instructional and assessment methods. They shall be duly approved by the Board of Research Studies.

8.4 The Department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Board of Research Studies.

8.5 All candidates admitted to the Ph.D. programmes shall be required to complete satisfactorily the course work prescribed by the Board of Research Studies during the initial one/two semester.

8.6 Candidates 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 those who have already completed Ph.D. course work in any recognized University, 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.

8.7 A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever

grading system is followed) in the course work in order to be eligible to continue in the programme and submit the thesis. Unsuccessful candidates, due to not appearing for the examination or not obtaining the qualifying marks in the examination are eligible to appear once in the next chance for the said purpose to qualify the Ph.D. course work examination.

8.8 Regarding the Ph.D. course work examination, Doctoral Committee will recommend the name of paper-setters, moderators, examiners with the approval of the Vice Chancellor. HOD/Teacher-in-Charge/ Seniormost faculty member of the Department having Ph.D Degree will act as a convener in the moderation board, prepare the final question papers, and look after the total examination process i.e. works during and after the examination. Finally, all answer scripts and tabulation sheet (hard copy and soft copy) will be submitted to the Controller of Examinations.

9. Functions of the Doctoral Committee shall be as follows:

9.1 To determine the number of seats available in the Departments/Centres for Ph.D. programme, and specializations related thereto;

9.2 To conduct the entrance examination of the Ph.D. programme;

9.3 To prepare and publish the list of the qualified candidates of the entrance examination.

9.4 Doctoral Committee finalize the result of Ph.D Course work Examination and submit to the appropriate authority.

9.5 On the basis of the recommendation of the Doctoral Committee, the authority concerned will issue the course work completion certificate to the candidate concerned.

10. Board of Research Studies and its functions:

10.1 There shall be a Board of Research Studies, as defined in the Statutes/Ordinances of the Bankura University for Ph.D.Programme.

10.2 This Board shall have the following responsibilities:

To prepare and recommend the names of the Ph.D. candidates for Registration and allot Ph.D. supervisors after reviewing the presentation and *viva voce* relating to the research proposal and finalizing the topic and title of research.

To recommend the name of new / joint supervisor(s) in case of death / resignation / retirement of the supervisor.

To frame / revise all courses / modules of coursework for Ph. D. programme which has to be subsequently approved by the Vice Chancellor.

To perform any other duties related to admission to the research programmes as desired by the University authority.

11. **Research Advisory Committee and its Functions:**

11.1. There shall be a 03 (Three) member Research Advisory Committee for each Ph.D. scholar. The members of the Research Advisory Committee shall be --

   a) The Research Supervisor/Co-Supervisor of the Scholar, who shall also be the Convener of this Committee.

   b) The Head of the Department concerned/ T.I.C., when the HoD/TiC of the Department concerned will be the Convenor of RAC, being at the same time supervisor of the scholar, the senior most faculty member having Ph.D. degree will be the member or as nominated by the Vice Chancellor

   c) An expert from department concerned or allied/relevant department(s) of the University /other Universities to be nominated by the Board of Research Studies from the Panel of 03 (Three) members submitted by the Research Supervisor in consultation with the Head of the Department.

11.2. This Committee shall have the following responsibilities:

   a) To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.

   b) To periodically review and assist in the progress of the research work of the research scholar.

   c) To review the research proposal and finalize the topic of research.

11.3 A research scholar shall appear before the Research Advisory Committee once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six monthly progress reports shall be submitted by the

Research Advisory Committee to the Institution/College with a copy to the research scholar.

11.4 In case the progress of the research scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Research Advisory Committee may recommend to the Institution/College, with specific reasons, for cancellation of the registration of the research scholar.

12. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.:

12.1 Prior to the submission of the thesis, the scholar shall make at least one presentation in the Department before the Research Advisory Committee of the Institution concerned, which shall also be open to all faculty members, other research scholars and students. The feedback and comments obtained from them may be suitably incorporated into the thesis in consultation with the Research Advisory Committee.

12.2 Ph.D. scholars must publish at least one (1) research paper in a refereed journal and make two paper presentations in conferences/seminars before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

12.3 The University shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

12.4 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external examiners nominated by the Vice Chancellor (not below the rank of Professor/Scientist Grade E or its equivalent who have their expertise on the relevant field of research work) out of a list submitted by the supervisor(s), if any, of whom one examiner shall be from outside the state or may be from outside the country. The *viva voce*, based among other things, on the

critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Research Advisory Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.

The thesis submitted by a candidate not attached to any supervisor will be examined by three external experts of which at least one expert shall be from outside the state or may be from outside the country.

12.5 The public *viva voce* of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the thesis is/are satisfactory and include a specific recommendation for conducting the *viva voce* examination. If the evaluation report of the external examiner on the thesis is unsatisfactory and does not recommend *viva voce*, the Institution shall send the thesis to another external examiner out of the approved panel of examiners and the *viva voce* examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

12.6 The Institutions shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.

12.7 One soft copy of the thesis shall be sent to U.G.C. within three months from the date of award of Ph.D. degree to a candidate and another soft copy of the Ph.D. thesis shall be preserved in the University

13. **Academic, administrative and infrastructure requirement to be fulfilled by Colleges for getting recognition for offering M.Phil./Ph.D. programmes:**

13.1 Colleges may be considered eligible to offer Ph.D. programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.

13.2 Post-graduate Departments of Colleges, Research laboratories of Government of India/State Government with at least two Ph.D. qualified teachers/scientists/other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Regulations, stipulated under sub-clause 10.3, shall be considered eligible to offer Ph.D.

programmes. Colleges should additionally have the necessary recognition by the Institution under which they operate to offer Ph.D. programme.

13.3 Colleges with adequate facilities for research as mentioned below alone shall offer Ph.D. programmes:

a) In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the Institution concerned with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;

b) Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/ library for reading, writing and storing study and research materials;

c) Colleges may also access the required facilities of the neighbouring Institutions/Colleges, or of those Institutions/Colleges/R&D laboratories/Organizations which have the required facilities.

14. **Award of Ph.D. degrees prior to Notification of these Regulations, or degrees awarded by foreign Universities:**

14.1 Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009 till the date of Notification of these Regulations shall be governed by the provisions of the UGC (Minimum Standards and procedure for Awards of M.Phil./Ph.D. Degree) Regulation, 2009.

14.2 If the Ph.D. degree is awarded by a Foreign University, the Indian Institution considering such a degree shall refer the issue to a Standing Committee constituted by the concerned institution for the purpose of determining the equivalence of the degree awarded by the foreign University.

15. **Depository with INFLIBNET:**

15.1 Following the successful completion of the evaluation process and before the announcement of the award of the Ph.D. degree(s), the University shall submit an electronic copy of the Ph.D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.

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16. **Award of Ph.D. degrees**

16.1 Prior to the actual award of the degree, the university shall issue a provisional Certificate to the effect that the Degree has been awarded in accordance with the provisions of these UGC Regulations, 2016.

17. SC/ST/OBC/PWD applicants from the other states will not get reservation facility.

18. In case of any dispute that may arise in connection with the above regulations, the decision of

the University Executive Council shall be final and binding. Further, the University Authority

shall have the right to amend any provisions of these regulations, as necessary, at any time.