RAMAIAH
Institute of Management

Research Policy

1.0 Introduction

1.1 This policy is based on the vision, mission and objectives of M. S. Ramaiah Institute of Management (MSRIM). This policy establishes the research initiatives and activities in the institution, within which all the faculty, students aim to pursue research initiatives activities in management science, and inter-disciplinary areas.

1.3 This policy has to be read along with other policies and related documents of MSRIM.

2.0 Definitions and Abbreviations

GEF: Gokula Education Foundation is the parent body and constitutes many educational entities of which MSRIM comes under Engineering & General Science Division of the GEF.

MSRIM: M. S. Ramaiah Institute of Management (MSRIM) is an autonomous AICTE approved Institution, established in 1995 to solely provide teaching, training, research and guidance in Management and Administration to all concerned.

Center for Research (CoR): The CoR is an integral part of RIM; is tasked with the responsibility for initiating, mentoring and enabling relevant research activities and research culture; and to ensure quality research and research output vis-à-vis code of ethics, through the following -

2.1 Sponsored/External Funded Research Projects: The CoR shall encourage and support faculty to submit Research Proposals to various external funding agencies or official bodies. The Research team regularly intimate the faculty on any call for proposals.

2.2 Institute Funded Research: The Management of Gokula Education Foundation also encourages and supports faculty in conduct of Research which contributes to the

literature and to the knowledge base by calling for Research Proposals which shall be funded by the Management on due validation. The CoR coordinates in executing the process with the faculty.

2.3 Research Publications by Faculty: The Institute provides support through e-resources to encourage faculty to write research articles/case study/white paper and publish in high quality journals. The faculty are rewarded with cash incentives for publications in High Quality Journals.

2.4 Research Publication by Students: The Institute provides support through e-resources to encourage students to write research articles/case study/white paper either individually or under the guidance of faculty and publish in high quality journals. The students are rewarded with cash incentives for publications in High Quality Journals.

2.5 Calendar of Events: A Calendar of Events (CoE) which helps the faculty and students to conduct relevant, time bound and specific activities concerning all the knowledge, skill and competency upgrade and update in the areas of management, socio-economic-cultural and behavioral sciences.

3.0 Aim and Purpose of the Policy

The primary purpose of this policy is to catalyze and usher a sustaining culture of research amongst MSRIM's faculty and students; further to provide an ambience in which all the stakeholders can conduct excellent research, contribute to the literature and to knowledge base; lastly to disseminate the same to organizations, including businesses, Government, society and to the nation.

4.0 Scope

The scope of this policy extends to the guiding / leading and conduction of the various aspects of social science research with focus on management, administration, socio-

economical, behavioral science-based research, and other inter and cross-disciplinary areas.

5.0 Objectives of the Policy

The objectives of research at MSRIM are listed below. The various policy documents dealing with research and innovation aim to implement these objectives:

5.1 To encourage and support, research mindset culture, activities and initiatives among faculty, students and research associates of all fields and disciplines.

5.2 To enable meaningful contribution to literature and knowledge base through research activities by faculty and students.

5.3 To initiate research activities in areas relevant to RIM and GEF vision, mission and goals.

5.4 To support and encourage collaborative research activities that has significant contribution, to the society and across regional, national and global arena.

5.5 To facilitate the dissemination of research findings through publications of all forms including in indexed journals, books, book chapters, working papers for the subject specialist and peer reviewed conference proceedings.

5.6 To encourage the application of research findings and activities to enhance teaching and learning and community engagement.

6.0 Faculty engagement in research activities

6.1 All faculty members shall pursue research work (independently or jointly) that is appropriate to their discipline along with inter and cross-disciplinary areas too. This research work may comprise of funding obtained either from Internal sources (GEF) or Public / Private funding organizations (outside GEF) or by self.

6.2 All faculty members shall supervise research and related activities of the students. Be it the Integrated Live Project (ILP) of the first and second semester; the Summer Internship

Project (SIP) during the third semester and the Empirical Research Project (ERP) during the fourth semester.

6.3 The outcomes / results of such activities (read 5.1 and 5.2) have to be disseminated through publishing of articles, case studies, monograms, books, research papers and related documents, in high quality publications of national and international repute and standards.

6.4 The faculty are to actively participate in research activities in order to secure research funding, industry and institutional partnership, dissemination-based activities including publishing of the research work.

6.5 All the faculty and students are required to carry out their research work in compliance with the entire Institute's mission, vision, obligations, including ethical issues.

7.0 Internal support for Research

To initiate the objectives of research culture, the Institute has set up the following initiatives, they are –

7.1 Center for Research (Infrastructure, Financial and Human Resource support)

7.1.1 Infrastructure / Knowledge Resource / E-resource: The CoR provides the infrastructure required for research and innovation. This includes office space, library and research facilities through e-resources like EBSCO, J-Gate, Capital-Line, World E-books, memberships at IIM-B and British Council Library.

7.1.2 MSRIM supports (the faculty registered for PhD) by reducing the workload by 25% and grant of study leave with full salary for a maximum duration of one month at a stretch.

7.1.3 Institutional Funded Research: MSRIM invites research proposals in various management areas from the faculty. After due screening by an internal panel of experts; external experts panel will be requested to provide their recommendations. Selected

research proposals are proposed to be funded by the GEF. The decision to award any kind of financial assistance to any proposal is solely dependent on the decision taken by the GEF.

The CoR initiates the call for Research Proposals in two windows in every academic year i.e. May to December and November to June. The process of submission of the research proposals, the quality of such submissions, the experts review panel (internal and external), the selection criteria, the process of funding, the follow up activities and submission of relevant records, meeting the expected outcomes of such research initiatives and other details, shall be followed, as prescribed by the CoR.

7.2 Research culture and mindset amongst the MSRIM students

This is conducted through Integrated Live Projects (ILP), Summer Internship Projects (SIP) and Empirical Research Project (ERP) spread across the four semesters of the Institute's flagship PGDM program.

8.0 Management of the Sponsored/External Funded Research:

8.1. The CoR shall track the Call for research proposals and circulate the same to all the faculty. In addition, the faculty to keep track of call for proposals in their areas of interest, along with keeping all the other faculty informed of such calls for proposals.

8.2 On receiving the faculty interest for the research proposal, a meeting of the research committee is called to finalize the next steps.

8.3 The research proposal prepared by the faculty team shall be validated by the research committee.

8.4 The research committee further evaluates the requirements of collaborative research if any with research organizations, universities, Government, NGOs and other related bodies, along with the sister Institute/s (in the Ramaiah campus) to collaborate with to execute the research proposal.

8.5 The final submission of the comprehensive research proposal is to be done before the deadline (called out by the concerned funding agency).

8.6 The CoR and the faculty concerned to periodically follow- up with the funding agency and on acceptance by the funding agency, the concerned faculty team to be briefed and the plan for the execution of proposal is readied.

8.7 The CoR shall call for a monthly progression meeting of those research projects accepted and in progress.

8.8 Upon the completion of the research project, the validation of final report for submission (to the concerned funding agency) is done by the CoR.

8.9 The final report is submitted to the external funding agency by the CoR and the faculty (and team if any) concerned.

9 Management of the Institutional Funded Research

9.1 Disbursement of the Funds

9.1.1 The monthly round off regarding the work-done and the subsequent fund disbursals, along with the report of monitoring work done and funds utilized needs to be submitted by the concerned faculty (who has secured the funding). These reports are to be submitted through the CoR.

9.1.2 The sanctioned fund shall be disbursed to the faculty-researchers, as on approval, based on progression of work done and upon the completion of all the work done and submission of utilization certificate duly endorsed by the manager accounts and the CoR.

9.1.3 If Research Assistants (RA's) are appointed, then the salaries shall be paid by RIM for which the faculty members should provide details to the Institute.

9.1.4 Production of valid/reliable receipts and bills for all the expenditures are mandatory.

9.2 Closure of the research project /work:

9.2.1 The researcher on completion of the research work shall provide the final report with final settlement bills as a process of the formal closure of the research project / work.

9.2.2 The researcher has to intimate/forward the documents (publication acceptance of the paper / article / case / document per se; proof of recommendation sent to government/corporates) to the CoR about the expected outcomes of the research.

9.3 The decision of the Director (A, R & A) is final, in case if the research work is not executed, or calling back of funds sanctioned (by the funding body) or for any such deviation, where in the actual work is delayed / objectives not achieved and so on.

9. 4 Expected outcome/s of the research project / work:

The research proposal must clearly define the expected outcome of the research.

9.4.1 The research project / work done may lead to a publication in a good-quality journal or in RIM's Journal.

9.4.2 Development of case study (case studies may be published by reputed publishers or in RIM's Journal).

9.4.3 Contribution to the Government or the Society (in terms of white papers, policy, SOPs, etc.),

9.4.4 Development of new management concepts or may even be written as a book published by reputed publishers and may be registered as an Intellectual Property (patent or copyrights) of the Institute.

9.5 Scope for Future Research

9.5.1 The scope of the research work has to be set in tune with the happenings in the outside world. Further, research work should be impactful that can influence an organization, society and the nation.

9.5.2 The research output must have theoretical lens / grounding and should have a positive contribution to the literature.

9.5.3 The research must have further research orientation in perspective, intent and purpose.

9.5.4 The institute holds the copyright of all the research outcomes.

9.6 Budget

9.7.1. The Budget of the Research Proposal shall be defined with the details of the fund requested.

9.7.2. The budget indicating any of the above components shall be approved based on the GEF Management's decision.

9.7.3. Any other components proposed in the budget, to be approved exclusively by the Management on justification (on a case-by-case basis).

10.0 Management of the CoR

The overall responsibility of the CoR lies with the Research Co-coordinators and will report to the Director (A, R & A), MSRIM.

11.1 To draw up the annual calendar of events for the CoR

The annual calendar of events shall be done in consultation with the other committees / cells and departments, in order to avoid clash with other cells, committees and department.

11.2   Primary documents in the CoR

11.2.1 Annual schedule of meetings of CoR

11.2.2 Annual schedule of programs and activities of CoR

11.2.3 Annual Budget (for programs and activities)

11.2.4 Annual Targets to be achieved

All the four documents shall be prepared and set in the beginning of the year and the same shall be followed up for the completion of the same.

11.3   Manage the research activities / projects / work -

11.3.1 To facilitate and support internal and external research funding

11.3.2 All faculty are to publish one research paper in a scopus listed journal and another research paper in a non-scopus listed journal.

11.3.3 All faculty are to publish Monographs and white papers; bring out working papers; along with publishing in Newspaper, Periodicals, Magazines and such.

11.3.4 To monitor and report on all the research funding applied, obtained and such details

11.3.5 All research outputs need to be evaluated and measured by inviting peer and expert reviews.

11.3.6 To store all the records in the CoR and submit a copy of all records to the NBA Cell / Office of IQAC.

11.3.7 Responsible for the ILP, SIP and ERP at the level of 1st, 2nd,3rd and 4th semester respectively.

11.3.8 To motivate faculty to bring out research papers from all the four-project works (ILP 1 & 2, SIP and ERP) pertaining to the PGDM students.
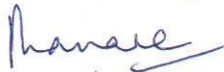
11.3.9 To set the expectations regarding the outputs to be generated by each faculty, at the end of the semester / academic year.

12.0 Availability and Revision of Research policy

To ensure the act of transparency in all the activities of the CoR, copies of this policy be made available for study / understanding / usage. This document shall be amended periodically, to ensure that research at RIM, continues to be managed well and is in line with vision, mission and quality policy. This policy becomes effective from the date on which the Management approves it.

13.0 Contact

For questions relating to the Research policy, kindly reach out to – researchcell@msrim.org

Approved and issued by	Name	:	Dr. Manasa Nagabhushanam
	Signature	:	*Manaue*
	Date	:	7/7/21

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