

RESEARCH ADVISORY/DOCTORAL CENTRE COMMITTEE 2018-19

The Research Advisory/Research/Doctoral Centre Committee has been constituted to oversee and to play an advisory role with regard to the research activities undertaken in the Institution. The Committee is empowered to facilitate research at the undergraduate, postgraduate and doctoral levels in both humanities and science disciplines. The Committee meets regularly to decide upon the ethical implications of the research work undertaken in the Institution. It also liaisons with the office of the Dean of Research and external research guides to coordinate research activities. The following are the current members of the committee.

Chairman	Rev. Dr. Johnson X. Palackappillil (Principal, Head of Research Centre)
Member-(IQAC COORDINATOR)	Dr. K. M. Johnson (Research Guide and Head of the Department, English)
External Member	Dr. N. Prasanthakumar (Former Head of the Department of English Sree Sankaracharya University, Kalady)
Member Secretary	Dr. Franklin. J. (Dean of Research, Research guide, Chemistry)
Member	Dr Jose John (Research Guide and Head of the Department, Botany)
Member	Dr. M. J. Mathew (Research guide and Head of the Department, Zoology)
Member	Dr. K.V. Raju (Research guide)
Member	Dr. Jinu George (Research guide and Dean of Science)
Member Secretary	Mr Biju V.V(Librarian)
Member	Dr Siby Mathew (Research Guide and Head of the Department, Physics)
Member	I'ma Neerakkal(Research guide)
Member	Dr Abi T.G (Research guide)
Member	Giby Kuriakose (Research guide)
Member	Dr Sumod S.G (Research guide)

Functions of the Research Advisory Committee

1. Ensure the conduct of half yearly research meet (Monsoon session and Winter session). An external expert is invited to give a talk on the relevant aspects of research. The research scholars shall make presentations (30 minutes to 1 hour) of his/her progress in research once in every six months before the Research Advisory Committee consisting of an external subject expert (Ph. D guide of the university). The report of the half yearly progress report shall be forwarded to the university with a certificate of presentation within one to two weeks from the date of review. Half yearly progress reports shall be forwarded along with a copy of the monthly attendance register signed by the supervising teacher and the Head of the institution and the challan of the semester fee remitted.
2. The head of the research centre prepares the joining report of the Ph.D. Research Scholars in the beginning of January. This joining report shall be forwarded to the university discipline wise. The original is to be retained in the centre which shall be forwarded to the university after the successful completion of course work along with the recommendation for registration.
3. The Head of the research centre forwards the discipline wise syllabi of Course III to the University for Approval before 31st January of every year.
4. The Research Advisory Committee monitors the progress of the course work and makes sure that internal examinations are conducted on time and necessary reports are sent to the University.
5. For Course III, the concerned supervising teacher prepares two sets of question papers and the examination is conducted as per the announcement of the University.
6. The Research Advisory Committee ensures the maintenance of the following registers at the centre:
 - a) Register of research supervising teachers
 - b) List of research guides and their scholars

Criterion III: Research, Innovation and Extension

- c) Attendance register for all the research scholars. The attendance register for the part time research scholars shall be strictly maintained during the period of the course work (Course work attendance certificate shall be submitted along with the application for confirmation of registration).
- d) Register for recording the minutes of the meeting of the Research Advisory Committee in the centre. The minutes of all the meetings of the Research Advisory Committee are recorded.
- e) Separate book is maintained to monitor the attendance of the research scholars in half yearly research progress meet.



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