ROLES AND RESPONSIBILITIES OF DEAN (RESEARCH)

The Dean (Research) shall be responsible for the strategic planning, development, promotion, and implementation of research initiatives across the University. The core responsibilities include:

1. **Policy Development and Implementation**
   o Formulate, review, and implement comprehensive research policies and procedures to strengthen the research ecosystem within the University.
   o Ensure alignment of research practices with national and international standards, funding agency guidelines, and ethical norms.
2. **Promotion of Interdisciplinary and Transdisciplinary Research**
   o Foster a collaborative research culture by encouraging interdepartmental, interdisciplinary, and transdisciplinary research programs.
   o Organize workshops, seminars, and brainstorming sessions to facilitate cross-disciplinary research dialogue.
3. **Research Outputs and Intellectual Property**
   o Facilitate and monitor the registration and documentation of research publications in high-impact peer-reviewed journals.
   o Promote innovation by supporting the filing of patents and other intellectual property rights (IPR).
   o Maintain a central repository/database of faculty research contributions.
4. **International Research Collaboration**
   o Promote and coordinate international research collaborations, joint projects, and MoUs with reputed foreign institutions.
   o Support faculty and researchers in applying for international grants and exchange programs.
5. **Research Funding and Grant Management**
   o Identify funding opportunities and guide faculty in preparing and submitting competitive research proposals.
   o Oversee proper utilization, monitoring, and reporting of internal and external research grants.
   o Liaise with funding agencies and ensure compliance with reporting requirements.
6. **PhD Program Oversight**
   o Act as the Incharge for the University's PhD programs, ensuring adherence to academic and administrative regulations.
   o Monitor the progress of doctoral scholars, coordinate with supervisors, and ensure timely submission of progress reports, theses, and other academic requirements.
   o Facilitate PhD coursework, pre-submission seminars, and viva-voce examinations in accordance with University and UGC guidelines.
7. **Capacity Building and Mentorship**
   o Encourage faculty development in research through training programs, proposal-writing workshops, and mentoring.
   o Support early-career researchers and doctoral students in establishing their research careers.
8. **Reporting and Compliance**

- o Prepare periodic reports on the University's research output, funding status, collaborations, and impact for submission to statutory bodies and accreditation agencies.
- o Ensure all research activities comply with institutional, legal, and ethical standards.