**POKHARA UNIVERSITY RESEARCH CENTER LEKHNATH-12, KASKI**

**NEPAL**



Guidelines on

Faculty Collaborative Research and Application form

Pokhara University

Research Centre

Faculty Collaborative Research

1. Objective

The primary objective of the Faculty Collaborative Research grant is to promote the creation of knowledge through scientific inquiries and to link teaching with research.

2. Extent and Coverage

Any large research involved three or more faculty members of constituent schools, constituent colleges and/or affiliated colleges of Pokhara University for a research in areas of the university and/or the national priorities with the aim to significantly enhance the national research output and link research to teaching and learning at PU is considered as the collaborative research.

3. Expected Outcome

The Faculty Collaborative Research works are expected to produce significant academic output including new knowledge, intellectual property, graduate students and research publications in quality scholarly journals.

4. Eligibility for Collaborative Research Grant

a. Schools, constituent colleges and PU research institutions are the primary organizations eligible for the Faculty Collaborative Research Grant. The basic criteria for receiving collaborative research grant are to have research infrastructure including research laboratory, research based programs and faculty members with proven track record of research accomplishment. Research related academic activities and strategic plan to develop and strengthen the research capacity would be a competitive advantage. The research team must have plan and commitment to involve graduate students for their theses.

b. Those who have received the PURC research grant in the past and have published the

research in indexed journals can apply for the new grant for a new research in the same or new area.

c. One team leader/principal investigator may submit only one proposal at one time.

d. Any faculty member who failed to fulfill mandatory requirements in earlier research project(s) funded by Pokhara University Research Centre is not eligible to compete for the current grant.

e. Research proposals to be submitted by a team formed under these guidelines may

comprise researchers from the same or different school(s)/constituent

college(s)/research institution(s)/affiliated college(s) and disciplines are solicited from the faculty members for funding through a competitive selection process once a year.

5. Seats Allocation and Funding

a. Research proposals from all four schools are eligible to receive the PURC research grants. The seats (quota) for different schools/constituent colleges are decided on yearly basis by RMC, based on the amount of budget allocation for each year.

b. The principal investigator and co investigators are collectively responsible for all academic and financial obligations.

c. The fund can be spent only on the approved activities of the approved research project.

All the equipment, technologies and resources procured by this fund are the property of the host department(s).

6. Composition of Research Team and the Qualification of the Team Members

6.1 The composition of the research team shall be

a. One (1) team leader or principal investigator,

b. At least two (2) or more co–investigators/researchers (faculty members),

c. At least one (1) Master level or above student, with the teacher/researcher –

student ratio of 1:1 at the maximum, and

d. Optionally, one staff for administrative purpose with three per cent allocation of remuneration at the maximum.

6.2 The team leader (TL) or principal investigator (PI) and other team members or co-

investigators should have the following qualifications:

a. Team leader (TL) / Principal investigator (PI): The team leader (TL)/principal investigator (PI) shall have (i) a PhD degree and two years’ working experience at Pokhara University along with at least two research article publications in any indexed/peer reviewed journal; (ii) a MPhil degree and five (5) years’ working experience at Pokhara University along with supervision of five (5) Master level dissertations/theses/graduate research project and at least two research article publications in any indexed/peer reviewed journal; or (iii) a Master degree and seven (7) years’ working experience at Pokhara University along with supervision of five (5) Master level dissertations/theses/graduate research project and at least two research article publications in any indexed/peer reviewed journal. However, the five (5) Master level dissertations/theses/ graduate research projects can be replaced by the submission of two research articles published in any academic journal.

b. A research team member/co-investigator shall have at least a Master degree with

thesis and must be a full time faculty member/research fellow with for one full year. A teaching faculty without a Master degree or with Master degree, but without thesis requirement should have the qualification required by the institution to be

supervisor/co-supervisor, or at least one research article publication in a peer- reviewed journal.

c. The graduate student to be involved in the team should have completed the research method/methodology class.

7. Application and Selection Procedure

7.1 The call for the submission of research proposals is launched once a year through a notice of the PURC website. All other criteria are as per PURC guidelines.

7.2 The faculty collaborative research grant will be disbursed based on the evaluation report of the panel of experts.

7.3 RMC will approve the collaborative research Grant.

7.4 The overall evaluation is based on the weightage of corresponding topics as described in Appendix 1.

Appendix-1

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| --- | --- | --- |
| S.N. | Indicators | TotalMarks |
| 1 | Principle Investigator’s AcademicRecordsPhD(10), MPhil (8),Master (7) | 10 |
| 2 | Principle investigator’s PublicationIndexed/Refereed: (The minimum requirement is 2) (1 publication = 8) Recognized Academic Journal:(1 publication = 6 marks)International Conference Paper (1 publication = 4 marks) National Conference Paper:(1 publication = 2 mark) | 30 |
| 3 | Experience of Research InvolvementPhD thesis supervision: (1 supervision = 4 marks)MPhil/Master dissertation/thesis supervision: (1 dissertation/thesis = 2 mark) | 10 |
| 4 | Involvement of Co-investigator (faculties members/researchers) | 20 |
|  | One Faculty member (teacher/researcher) (1 member = 6 marks) |
| 5 | Involving other faculties members or University students\*\* | 10 |
|  | Two or more Faculty teachers or more (10) |  |
|  | One student (4) |
| 5 | Affiliated college teachers involvement as Co–investigator | 20 |
| Total | 100 |
| Proposal Evaluation (to be evaluated by at least two individual national experts)\* | 100 |
| Grand Total | 200 |

Note: The format and detailed weightage for different components of proposal to be evaluated by the national experts is approved by RMC.

Appendix 2

Pokhara University Research Center

 Evaluation Format for faculty collaborative Research

Code No.- … Category…

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SN | Criteria | FullMarks | MarksObtained | Remarks |
| 1 | Title | 5 |  |  |
| 2 | Statement of the Research problem(s) | 10 |  |  |
| 3 | Research Objectives | 5 |  |  |
| 4 | Rationale | 5 |  |  |
|  | Hypothesis(es)/ResearchAssumption(s) | 10 |  |  |
| 5 | Review of Literature | 15 |  |  |
|  | Conceptual Framework | 10 |  |  |
| 6 | Research Method | 20 |  |  |
|  | Framework for Data Analysis | 15 |  |  |
| 7 | Expected Outcomes | 5 |  |  |
|  |  | 100 |  |  |

Lastly Marks should be fulfilled in this format

Notes:

 The evaluation will be carried out by two (2) independent evaluators.

 The average of the marks given by two (2) evaluators will be taken as the final mark.

 The minimum threshold marks for a proposal to be accepted is 50 per cent

 The evaluators should justify in the case of the marks lower than 30 or more than

80 per cent

 If the marks given by all the evaluators are below the threshold the proposal will be rejected.

 If the mark given by one of the evaluators is less than a threshold the evaluation will be finalized with the help of third evaluator.

**Pokhara University Research Center**

**Dhungepatan, Lekhnath, Kaski**

Faculty Collaborative Research

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| --- |
| To be filled by PURC |
| Date of Submission: |
| Approved By: |
|  |

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| --- | --- | --- |
|  | **1. General Information** |  |
| A1. School/College |  |
| A2. Faculty |  |
| A3. Category (Please Tick) |
|  | 1. Humanities & Social Sciences |  |
| 2. Health Sciences |  |
| 3. Engineering |  |
| 4. Management |  |
| Specify the other Category |  |  |
| A4. Title of project |  |
|  |
| A5. Area of specialization of study |  |
| A6. Proposed duration in months |  |
| A7. Proposed starting Date |  |

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| --- | --- | --- |
|  | **2. Principle Investigator/Team leader’s information** |  |
| B1. Full Name |  |
| B2. Gender |  | B3. Specialization |  |
| B3. Date of Birth |  | B4. Highest Degree |  |
| B5. Citizenship |  | B6. Job Position |  |
| B7. Contact No. |  | Email Add. |  |
|  |
| **B8. Academic Records (Bachelor onwards of latest first)** |
| Degree | Passed Year | Major group/Subjects | Division/ Grade | Percentage | Board/University |
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| **B9. Principle Investigator/Team Leader’s employment record** |
| Period of Service | Designation | Employments Name | Address | Temporary/ Permanent |
| From | To |  |  |  |  |
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| **B10. Principle Investigator/Team Leader’s Research experience** |
| Title of Study | Employer/University/ Any Other Agency | Contribution | Duration |
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| **B11. Principle Investigator/Team Leader’s Publication Record** |
| Date of Publication | Title | Publisher |
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**C1. Co investigators/ Team Members Record**

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| --- |
| Full Names |
| 1 | 4 |
| 2 | 5 |
| 3 | 6 |

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| --- |
| **C2. Co investigators/ Team Members Academic Record ( Bachelor degree onwards of latest first)** |
| Degree | Passed Year | Major group/Subjects | Division/ Grade | Percentage | Board/University |
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Each member fills in separate table.

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| --- |
| B11. **Co investigators/ Team Members Publication record** |
| **Full Name of Investigator** |  |
| Date of Publication | Title | Publisher |
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Each member fills in a separate table.

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| --- |
| **D1. Previous faculty research fund record** |
| **Full Name of Investigator** |  |
| Year | Title of Project | Total Budget | Project start time | Current status |
|  |  |  |  |  |
|  |  |  |  |  |
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Each member fills in a separate table.

**E1. Scope of involving University Students in the proposed research**

Please specify precisely how university students would be involved in the research project.

**F1. Collaboration of other institution (If applicable)**

Please mention the nature, extent and need of collaboration with other Institutions and their specific role. Give name, address, e-mail ID and Tel no. of the Institutions. Please attach supporting letters of the collaborating Institutions

**2. Detailed Proposal**

The proposal should be clear, concise, well-structured and to the point document with a focused title that communicates the purpose of the study.

(Limit it within 10-12 pages and prepare the Proposal in given format using following as the major components)

 **Section -I**

1. Research Title

2. Introduction

2.1 Background of Study (Maximum of 500 words)

3. Research Objectives / purpose / aim of the study:

3.1 General

3.2 Specific

4. Rationale/ Significance of the Study

5. Literature Review

6. Research Methodology

6.1 Research Design and Study Variables

6.2 Study Area (If applicable)

6.3 Sample Size and Sampling Procedure (If applicable)

6.4 Data collection tools /techniques/methods (Specify)

6.5 Validity and reliability of study tools

6.6 Data analysis and management

7. Limitation

8. Expected Outcome

9. Plan for dissemination

10. Work Plan (should include duration of study, tentative date of starting the project and work schedule)

11. Budget

Provide with a tabular form of detailed information related to the cost of this study including university fee, field works, experimentation, books, study visits, seminar disseminations, printing and stationary, equipment, computers, and so on. Also mention the various sources of funding your research and available facilities, if the financial contribution provided by PURC may not be sufficient to meet all your study expenses.

12. References (Harvard style)

 **Undertaking by the Principal Investigators/ Team Leader**

*It is solemnly affirmed that I have read and understood the conditions of the award of this program advertised on the Pokhara University Website and that the decision of the PURC would be final and binding. In the event that my progress as the team leader of the project is found unsatisfactory in the periodic evaluation during the period of our study, I shall be liable to disciplinary action which may result in termination my involvement in this project.*

Name:

Date: Signature: