

# HSNC University, Mumbai



VCD/2021/July/02 of 2021

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**Recognition of existing research centers at Constituent Colleges of HSNC University, Mumbai and Establishment of New Research Centers at departments, schools, centers and constituent colleges of HSNC University, Mumbai**  
(with effect from the date of promulgation of VCD)

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HSNC University, Mumbai: In exercise of the powers conferred by Sub-Section (6) of Section 3 of Maharashtra Public Universities Act, 2016 (Mah. VI of 2017), the Government of Maharashtra has constituted the Hyderabad (Sind) National Collegiate University, Mumbai (HSNC University, Mumbai) comprising of a cluster of Hassaram Rijhumal College of Commerce and Economics, Churchgate, Mumbai as a Lead College and Kishinchand Chellaram College, Churchgate, Mumbai and Bombay Teachers' Training College, Colaba, Mumbai as the Constituent Colleges. A notification to that effect has been published in the Official Gazette of the Government of Maharashtra dated 30th October 2019.

AND WHEREAS under Section 2(4) of the notification, the University shall function as a non-affiliating University and thus has to use its existing resources for advancement of research and inculcate research culture in the University;

AND WHEREAS as per section 4(2), 4(3) 4(4) and 4(7) of the HSNC University, Mumbai the university has the following powers namely:

- (i) to make provision for research and for the advancement and dissemination of knowledge, and generally to cultivate and promote the arts (including fine arts and performing arts), humanities, social sciences, accounts and commerce, pure and applied sciences, technologies, managements, different forms of medicine, engineering, law, physical education



and other branches of learning and culture and their multi-disciplinary and inter-disciplinary areas;

(ii) to organize, maintain and manage University departments, schools, institutions, colleges, laboratories, knowledge resource centers, learning resource centers, libraries, museums and equipment for teaching, learning, e-learning, self-learning, experiential learning, training, research and development or extension;

(iii) to establish, maintain and manage departments, institutions of research, institutions of specialized studies or academic services unit;

(iv) to provide for establishment of sub-centers for serving a group of colleges, and also to provide for and maintain common resource centers and research centers in such sub-centers in the form of post-graduate departments, multi-disciplinary or inter-disciplinary schools, knowledge resource centers, libraries, e-learning centers, laboratories, incubation centers, placement centers, computer centers, and the like centers of learning and skills training, as per the guidelines laid down by the State Government or the University Grants Commission;

AND WHEREAS it will take considerable time to make ordinance prescribing Recognition of existing research centers at Constituent Colleges of HSNC University, Mumbai and Establishment of New Research Centers at departments, schools, centers and constituent colleges of HSNC University, Mumbai

NOW THEREFORE , I, Dinesh Panjwani, Vice-Chancellor of the HSNC University, Mumbai, by and under the powers vested in me under sub-section (8) of section 12 of the Maharashtra Public Universities Act, 2016, hereby issue the following directives:

1. These Directives shall be applicable to the Departments, Schools, Centers and Constituent Colleges of HSNC University, Mumbai
2. These Directives shall come in force immediately from the date of circulation and remain in force till six months or till ordinances in this regards come in to force, whichever is earlier.
3. **Definitions:**
  - a) Constituent College: “Constituent College” means a college which is a constituent college of HSNC University, Mumbai.



- b) Co-supervisor/Co-Guide: “Co-Guide” or “Co-Supervisor” means the appointment of another recognized research guide to supplement the area of expertise of the main supervisor, especially when the work is multi-disciplinary.
- c) Head of the Research Center: “Head of the University Department” means respectively, a Head of the University Department, a head of the constituent college, head of the school, head of the college department, as prescribed in the Statutes.
- d) Research Guide/Supervisor: “Research Guide /Research Supervisor” means the recognized research guide/ supervisor of the university/constituent colleges to supervise the Ph.D. scholar for the research.
- e) Research Scholar: “Research scholar” means the research scholar who on deputation from another college or institutions and who is been supported with or without fellowship or scholarship pursues his research work only leading to M.Phil / Ph.D. degree.
- f) Research Center: “A research Center is a formally structured unit within the university, departments, schools, centers and constituent colleges of the University, established with the purpose of advancing scholarly activity primarily through collaborative research, research training, research dissemination, or creative endeavours”.

#### 4. **Requisite infrastructure for recognition as Research Center:**

A Research Center in the concerned subject shall have the following Physical, Academic and human resources:

- a) 200 sq. feet research interaction room for up to 3 guides in the same subject and preferably 100 sq. feet per additional guide.
  - i) The room should have the following amenities for Research Guide/Co-Guide and Research Scholar:
    - i. Personal Computer
    - ii. Air-conditioner,
    - iii. Interactive TV/ Smart Board /Multimedia Interactive Device,
    - iv. Internet facility, preferably wi-fi enabled,
    - v. Intercom,
- b) The research Center in the University, Schools. Centers and Constituent Colleges shall have access to Computer Lab standalone or shared facility with computers reserved for research scholars in the ratio of one computer to three research scholar (1:3) and in the



research center there shall have at least one computer equipped with full plagiarism checker software, data analysis software, referencing & bibliographical software's attached to a scanner and printer.

- i) Research Center may charge a nominal fee for providing printing services to cover the cost of the consumables like ink and paper. Such charges shall be approved by the Head of the respective Research Center.
- c) The proposed research center in the concerned subject shall make an application to the University only when at least one recognized research guide/supervisor from University Departments, Schools, Centers and Constituent colleges shall consent to be associated as a research guide/supervisor with the proposed research Centre Annexure 1(B)
- d) The Research Center shall have a repository of least five e-journals and five physical copies of journals in the concerned subject.
- e) The Research Center in the concerned subject shall make a purchase of minimum fifty thousand worth of books in the concerned subject.
- f) The Library at the University Department, School, Center and Constituent Colleges of the University where the Research Center is proposed shall allocate and maintain a separate research section for the Research Guide/Co-Guide and Research Scholar.
- g) The Head of the Research Center in the University Department, Schools, Centers and Constituent Colleges shall give an undertaking of taking efforts for applying to the UGC/AICTE and other authorities sanctioning research projects/grants etc by the Research guide, Co-Guide and the Research Scholars.
- h) A research center recognition fees of Rs. 25,000/- per annum shall be remitted to the University by the research center along with application form and relevant documents.
- i) The Departments, Schools, Centers and Constituent colleges shall procure requisite scientific equipment's, lab related material and resources for recognition of research center under the Faculty of Science
- j) The application shall be addressed to the Registrar, HSNC University, Mumbai
- k) The registrar shall refer this application to the Dean of concerned Faculty for scrutiny of the application. If application is found in order, the Dean shall recommend to the Vice-Chancellor for constitution of inspection committee with suggestive names within six days of receiving the application and or within 3 days of scrutiny whichever is later.
- l) If application is observed to have deficiency, then Dean shall communicate with Principal/Director/head of the institution as the case may be before its removal or rectification.



- m) The inspection committee shall visit the proposed research center under consideration within six days of its constitution.
- n) The inspection committee shall prepare the report after inspection is undertaken at the department, school, center or constituent college, as the case may be, and the said report shall be signed by the Principal/Director/Head of the Institution, as the case may be, with a remark "Agree" or "Disagree". In case of disagreement the explanation needs to be submitted by applicant in writing on the report itself.
- o) The inspection report along with remarks/explanation, if any, duly signed by all Principal/Director/head of the Institution, as the case may be, shall be submitted by the inspection committee within three days of inspection to the registrar.
- p) Registrar on receipt of inspection committee report, in consultation with the Vice-Chancellor shall recommend to the Board of Deans to constitute a RRC in the concerned subject of the Research Center with six clear days from the receipt of the inception committee report.
- q) Research and Recognition Committee shall submit a report to the registrar within six clear days and the register shall issue a letter of recognition to the concerned research center.
- r) The research centers which are already approved by the University of Mumbai and if the constituent college wishes to align with the HSNC University then for the remaining period if the approved shall be granted by the University on receiving such application in the format (Appendix) .
- s) Duration of research center shall be of five years. After the completion of five years research centers needs to apply to the registrar for continuation of research center for one more term of five years.

**5. Process for recognition of continuation of existing Research Centers of constituent colleges recognized by University of Mumbai:**

- (i) The application for Recognition of existing Research Centers of constituent colleges recognized by University of Mumbai shall be open year around.
- (ii) The Heads of existing research center shall make an application in the prescribed format (Annexure A) through the principal to the registrar, HSNC University, Mumbai seeking approval for recognition of the research centers in the subject for which it has been recognized by University of Mumbai.

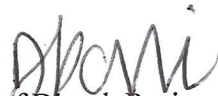


(iii) The Registrar shall forward the application to the Board of Deans for scrutiny, and after approval, the registrar shall issue a letter of recognition to such research centers.

6. Form Of Application For Continuation Of Research Center For The A.Y. 2021-2022 (Annexure A)
7. FORM OF APPLICATION FOR RESEARCH CENTER FOR SEEKING FIRST TIME RECOGNITION FOR THE A.Y. 2021-2022

Date: 16<sup>th</sup> July 2021

Place: Mumbai

  
Prof. Dinesh Panjwani  
Vice-Chancellor



**Annexure A**

**HSNC University, Mumbai**

**FORM OF APPLICATION FOR CONTINUATION OF RESEARCH CENTER**

**FOR THE A.Y. 2021-2022**

Application Ref no :

Date:

**To,**

**The Registrar**

**HSNC University, Mumbai**

**Mumbai**

Dear Madam,

I hereby wish to apply for granting recognition for continuation of existing research centers offering M.Phil/Ph. D Programmes in following subjects in our college.

The detail information of the existing research centers is given below:

Sr. No.	Name of Programme M.Phil/Ph.D.	Subject Name	No. of Research Guides	No. of Permissible seats	No. of filled seats	No. of Vacant seats
1						
2						
3						

I here-by provide the necessary documents in support of application for your consideration.

Principal

COLLEGE NAME

Encl: As above

1. University of Mumbai – Approval Letter
2. Approval letter of recognized guides
3. Approval letter of registered students



**Annexure B**

**HSNC University, Mumbai**

**FORM OF APPLICATION FOR RESEARCH CENTER**

**FOR SEEKING FIRST TIME RECOGNITION**

**FOR THE A.Y. 2021-2022**

Application Ref no :

Date:

To,

**The Registrar**

HSNC University, Mumbai

Mumbai

**Dear Madam,**

I hereby wish to apply for granting recognition for research center in the subject \_\_\_\_\_ offering M.Phil/Ph. D Programmes in following subjects in our college.

I here-by provide the necessary documents in support of application for your consideration.

Principal

COLLEGE NAME

Encl: As above



Application for : Research Center

For Subject :

College Name :

Postal Address :

Principal's / Director's Name :

Contact Details :

Phone (Direct) : :

Phone (Mobile) :

E-mail address :

### Prescribed Format of Application for Research Center

#### A. General Information of College / University Department/University School:

1. Name and Address of the College / University Department/University School:

2. Name & Address of the Trust / Society / :

Association / /Research Center / Institute

3. College / Inst. Establish Year :

Aided / Unaided Section :

University Affiliation letter No. and Date :

NAAC accredited (if yes mention the grade) :

4 Research Center Recognition Letter No. and Date : :

5. Courses offered (UG) in the subject of research center:

Faculty	Course	Course	Type	Intake	Total Sanctioned	(Total Enrolled)



6. Courses offered (PG)

<i>Faculty</i>	<i>Course</i>	<i>Course</i>	<i>Type</i>	<i>Intake</i>	<i>Total Sanctioned</i>	<i>(Total Enrolled)</i>

7. Recognised Research Labs available (for courses)

<i>Faculty</i>	<i>Course</i>	<i>Course</i>	<i>Type</i>	<i>Intake</i>	<i>Total Sanctioned</i>	<i>(Total Enrolled)</i>

**B. Physical facilities available at College / Institution (as per UGC / University guidelines):**

7. Computer Lab :
8. Language Lab. (with Software) :
9. Library (Mention No. of Books) in the subject of research center:
10. Reading Room :
11. Conference / Seminar Hall :
12. Hostel (No. of Accommodations) :
13. Girls Hostel (No. of Accommodations) :
14. Recipient of Best College / Institute :
15. Other Credentials (if any)

**C. Scientific / Research Profile of the College:**

16. Eminent Personalities as Alumina :
17. Patents received / Applied, if any :
18. State / National / International / Avishkar Awards :
19. Presentation Facility LCD / OHP / Video / Virtual :



Facility

Internet / Wi-Fi connectivity / Computer Facilities :

20. No. of Conferences / Seminars held at college / :

Institute

Papers Presented by Teachers / Students at  
college / Inst.

21. No. of Publications by Teachers at other college / :

Institute

No. of Publications by Research Students at other  
centers

22. Total No. of Researchers awarded with Ph.D. :

Degree.

23. Research Grants received from any Apex body

24. Various Fees charged by college / Institute for :

Research activities (give Head-wise details)

**D. Constitution of Statutory committees at the College:**

25. Local Management Committee ( as per :  
constitution)

Meetings are conducted as per provision :

26. Research advisory Committee :

Meetings are conducted as per provision :



**G. Declarations by the Principal / Director of the College / Institution:**

27. I hereby declare that, the information stated here-in-above is true to the best of my knowledge and belief and also based on factual status:

28. I certify that, the terms and conditions, time to time, on which, my college was granted recognition are complied with required necessary actions:

29. I also certify that, the relevant provisions of University Act, all Circulars, Regulations, Ordinances, Statutes and Orders issued by University are strictly adhered.

30. I also certify that, the college has constituted Statutory committees at the College, and its meetings are conducted on regular bases, as the case may be as per the UGC, NAAC and other statutory bodies.

31. I am also aware that, any information provided by me, if found false or fabricated, any time in future also, it will be liable for strict action against me and my college / institution, which also leads to cancellation of my approval:

**Principal/ Director/ Head of the Institution**

