**Research Advisory Committee (RAC)**

**Functions and guidelines for Nomination of Members for a Ph.D. Scholar**

1. There shall be a Research Advisory Committee for each Ph.D. scholar. The Research Supervisor of the Ph.D. scholar concerned shall be the Convener of this committee, and this committee shall have the following responsibilities:
2. To review the research proposal based on its value, originality, quality and finalize the topic of research.
3. To guide the Ph.D. scholar in developing the study design and methodology of research and identify the course(s) that he/she may have to do.
4. To provide specific recommendations/suggestions/opinions/remarks/comments and expected progress before the next meet to the Ph.D. scholar.
5. To periodically review and assist in the progress of the research work of the Ph.D. scholar.
6. To review comprehensive exam, synopsis, thesis and final viva-voce of the Ph.D. scholar.
7. In the months of June and December of each year, a Ph.D. scholar shall appear before the Research Advisory Committee to make a presentation and submit a brief report on the progress of his/her work for evaluation and further guidance. The Research Advisory Committee shall submit its recommendations along with a copy of Ph.D. scholar’s progress report to the Centre for Research. A copy of such recommendations shall also be provided to the Ph.D. scholar.
8. In case the progress of the Ph.D. scholar is unsatisfactory, the Research Advisory Committee shall record the reasons for the same and suggest corrective measures. If the Ph.D. scholar fails to implement these corrective measures, the Research Advisory Committee may recommend, with specific reasons, the cancellation of the registration of the Ph.D. scholar from the Ph.D. programme.
9. The Research Advisory Committee shall consist of

|  |  |
| --- | --- |
| Supervisor | Convener |
| Co-Supervisor (If applicable) | Member |
| One Subject Expert from DSU, Trichy | Internal Member |
| One Subject expert from outside DSU  | External Member |
| Head of the Department or Dean of School (as applicable) | Observer |

The roles of the Supervisor, Co-Supervisor (if applicable), and Head of the Department or Dean of School (as applicable) within the Research Advisory Committee (RAC) are standard and do not require additional nomination or approval. *The supervisor, as ex-officio Convener of the RAC, shall nominate two subject experts from within the Department and two experts from outside the Department*.

1. The Research Advisory Committee once constituted with the approval of University authorities shall meet within one month from the date of its constitution, to recommend the curriculum of the course work for the Ph.D. Scholar.
	1. The Credit requirement for the Ph.D. coursework is a minimum of 12 credits, including a “Research and Publication Ethics” course as notified by UGC vide D.O. No. F.1- 1/2018(Journal/CARE) in 2019 and a research methodology course.
	2. The Research Advisory Committee can also recommend UGC recognized online courses as part of the credit requirements for the Ph.D. programme.

 **Date:**

**Nomination form for Research Advisory Committee (RAC)**

|  |  |
| --- | --- |
| **Name of the Ph.D. Scholar** |  |
| **Discipline** |  |
| **Department** |  |
| **Registration Number** |  |
| **Name of the Supervisor with designation (Convener of RAC)** |  |
| **Name of the Co-supervisor with designation (If applicable)** |  |

The supervisor as ex-officio convener for the RAC, nominates the following names for the Research Advisory Committee. [*Co-Supervisor (if any) and Head of Department/Dean of school shall be member/observer of RAC, respectively by default and requires no further nomination or approval.If Dean acts as a supervisor, the HoD acts as an observer and vice-versa. It is mandatory to conduct RAC meeting in the presence of observer (Dean or HoD as applicable) along with respective members*]

|  |  |  |  |
| --- | --- | --- | --- |
|  | **S. No.** | **Name of the Nominee with Designation & Affiliation** | **Justification for Nomination** |
| **Within the Department** | **1** |  |  |
| **2** |  |  |
| **Outside the Department** | **1** |  |  |
| **2** |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Research Supervisor** | **Co-Supervisor\*** | **Head of the Department\*** | **Dean of School**  |

*\*Strike out whichever is not applicable.*

*Please submit the nomination form with sign and date.*

Approvals

**Selected Members of RAC**

|  |  |
| --- | --- |
| **S. No.** | **Name of the Nominee Selected** |
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| --- | --- | --- |
| **Associate Dean, Research** | **Registrar** | **Vice-Chancellor** |