

Anant National University

Research Masters-PhD Programme: Procedures and Guidelines

*Handbook for Internal Consultation and External Communications
Guidance.*

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*Prepared by Research Committee, Anant National University.
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ANANT NATIONAL UNIVERSITY

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Version History

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I. Degrees, Enrolment Options, Duration and Completion Requirements

1. The Ph.D. Programme in Built Environment and Design Excellence will lead to the award of the following degrees:

- Research Masters in Design/Built Environment/ Creative Practices (Integrated Ph.D. Programme)¹
 - Ph.D. in Built Environment
 - Ph.D. in Design
 - PhD in Creative Practice*
- a. The Ph.D. programmes shall be available in both part-time and full-time modes.
 - b. However, the Research Masters programmes will be offered in full-time mode only.
 - c. The applicant will have an exit option at the end of two years with a Research Master's degree.
 - d. The integrated Ph.D. programme shall lead to the award of two degrees – a Research Master's degree and a Ph.D. degree.
 - e. The required dissertation work for the Research Master's degree may be completed over the Summer or Winter School term with the permission of the Research Supervisor and the Executive Committee.²
 - f. Both the full-time and part-time programmes require the same educational qualifications, as detailed in the next section.
 - g. The part-time programme shall have additional requirements in terms of work experience, as detailed in the next sub-section.
 - h. Candidates may also choose from Practice and Inquiry Tracks, across the range of interdisciplinary fields listed in Section IV below.

Enrolment Options

Full-time Enrolment

With full-time enrolment for the Ph.D. Degree, the candidate shall put in a minimum period of three years from the date of registration.

- a. There will be provision for the candidate to earn credits for research work done outside the university.
- b. Five years shall be the maximum period, including a period of coursework in which a full-time candidate should complete the thesis and submit it for evaluation.
- c. Scholars enrolled full-time for the Ph.D. may undertake up to 20 hours per week of employment at Anant National University as Teaching Assistants/Associates, as Academic Associates or Research Associates, with approval of the Executive

¹ In line with the recommendation of the National Education Policy 2020 that the MPhil be phased out, the Research Masters programme is offered as an alternative. The programme meets and exceeds minimum requirements for the M.Phil.

² Subject to revision in line with changes recommended by the National Education Policy 2020.



Committee and the scholar's own Research Supervisory Committee. Scholars may be compensated and/or may earn credits for such academic employment.

Part-time Enrolment

2. The duration of the Ph.D. Part-Time programme shall be a minimum period of four years from the date of registration and three years for those with M. Phil. or equivalent degree.³ Provided that the part-time candidate shall put in residence in the University for at least a total period of nine months spread over these years.
 - a. With the permission of the Executive Committee and the scholar's own Research Supervisory Committee, this may include time spent for research at any other place.
 - b. Five years shall be the maximum period in which the part-time candidate shall complete the research work and submit it for evaluation.
 - c. The length of each visit for purposes of residency can be determined by mutual agreement between the Research Supervisory Committee and the scholar, but should ideally not be less than one week.
3. Conversion either from part-time to full-time or from full-time to part-time is to be permitted only with the approval of the Executive Committee.
 - a. The candidate will have to make the payment of change fees in addition to the regular fees of the programme
 - b. The residual period would be considered and the balance period will be specified to the candidate keeping in mind the boundaries of the maximum and minimum period the candidate needs to spend on the programme.
4. In cases of both part-time and full-time enrolment, the Research Supervisory Committee of the candidate shall ensure monitoring of the research work done by the scholars outside the university campus by insisting on the production of adequate proof of work done.
 - a. In cases a part-time or full-time scholar exceeds the maximum allowable period, the Executive Committee, on the application by the concerned scholar along with the report of the Research Supervisory Committee, may give an extension of time for a period of six months at a time but a maximum period of not more than one year, subject to renewal up to three years in exceptional circumstances.

Integrated Ph.D.

5. The duration of the Integrated Ph.D. programme shall be a minimum period of four years from the date of registration.⁴
 - a. There will be an exit option after two years with a Research Master's Degree.
 - b. Scholars interested in exiting with a Research Master's degree shall complete the required coursework, as outlined in Section II over two semesters as well as one semester of dissertation work.

³ Subject to revision in line with changes recommended by the National Education Policy 2020.

⁴ Subject to revision in line with changes recommended by the National Education Policy 2020.



- c. The research thesis for the Ph.D. component of the integrated programme will take a minimum period of three years after the completion of the Research Masters coursework credit requirements.⁵

Completion Requirements

6. All full-time and part-time candidates shall have to have a minimum of two research papers accepted in Scopus-indexed peer-reviewed journals.
 - a. They must present papers in at least two selective and/or refereed international research conferences/seminars/workshops to be eligible for submitting the thesis.
 - b. With the approval of the Executive Committee and the candidate's own Research Supervisory Committee, presentation at national- level research conferences/seminars/workshops may be substituted.
 - c. In the case of the practice track, the candidates must find appropriate Scopus indexed journals that include design/architecture/related work in their scope.
 - d. The ARC will, in due course, identify a list of such journals for the AnantU research community.

⁵ Subject to revision in line with changes recommended by the National Education Policy 2020.



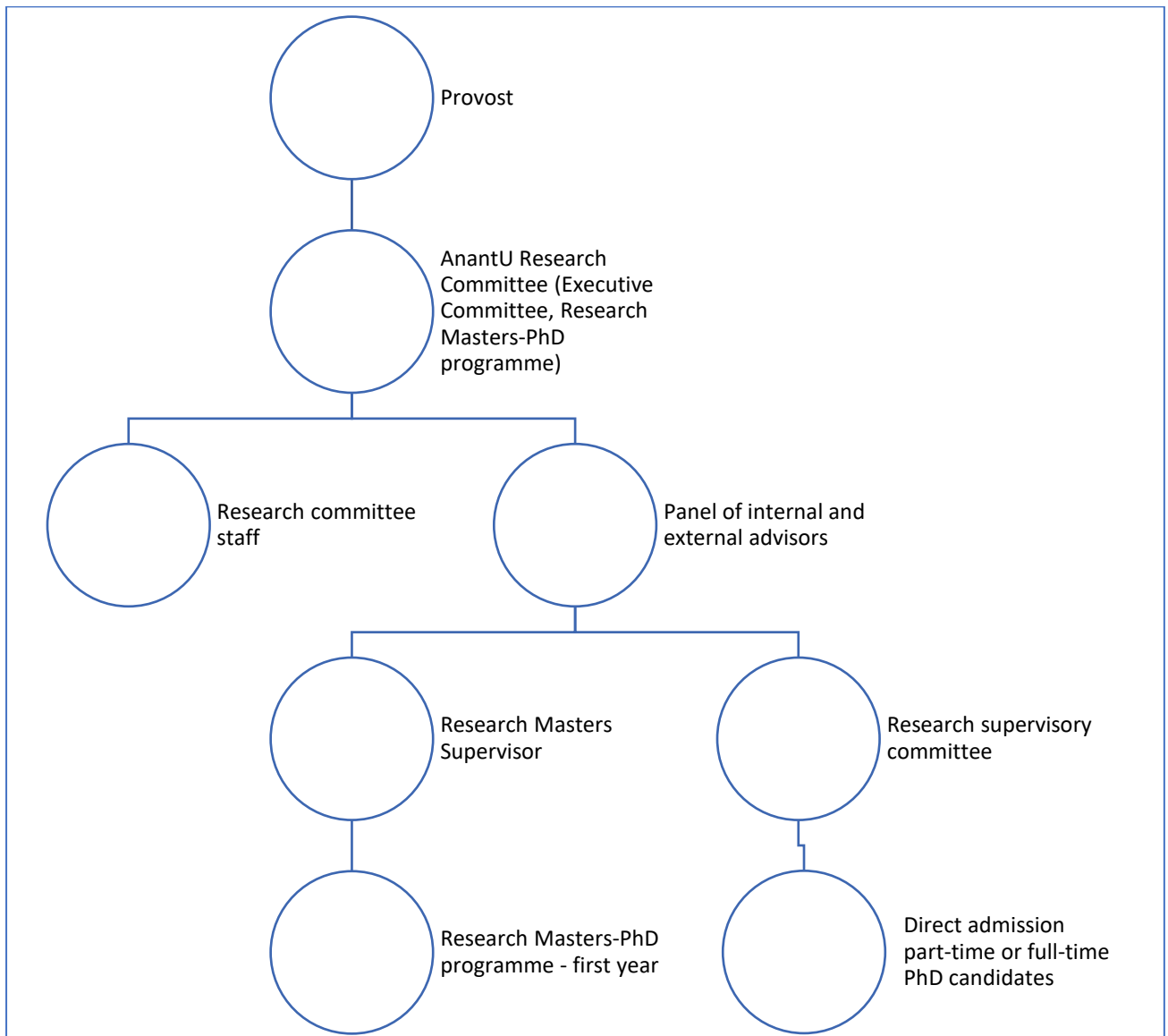
II. Research Masters-PhD programme administrative structure

7. **AnantU Research Committee** will be appointed from among PhD-holding or full-time faculty at Anant National University by the Provost.
 - a. The AnantU Research Committee will also comprise the **Executive Committee** for the Research Masters-PhD programme.
 - b. The executive committee will be responsible for ensuring overall conduct, delivery, and quality parameters associated with these programmes.
 - c. It can invite one external qualified member from an institution of repute for one year.
 - d. The Executive Committee will report to the Provost.
8. An **Admissions Committee** *may* be appointed every year by the Executive Committee to admit scholars into the Ph.D. programme.
 - a) The Admissions Committee may have no more than three members from among empanelled internal Ph.D. supervisors at AnantU.
 - b) If an Admissions Committee is not appointed, the Executive Committee shall be in charge of admissions that year.
 - c) The Research Masters-PhD office staff will undertake all administrative and marketing tasks associated with admissions under the guidance of the Admissions Committee.
9. The Executive Committee will create a **panel of internal faculty** who meet UGC criteria and can guide Ph.D. candidates as primary supervisors.
10. The Executive Committee will also empanel external faculty who can guide Ph.D. candidates in both the practice and inquiry tracks, in full-time or part-time enrolment.
11. For each Research Master's scholar, the Executive Committee will appoint a **Research Masters Research Supervisor**.
 - a) The candidate would specify the broad interdisciplinary field, from among those offered, in which he/she intends to pursue research.
 - b) The candidate is also expected to specify the research supervisor from among the panel of internal faculty under whom he/she proposes to do research.
 - c) However, the executive committee will be the final authority to decide the allocation of the research supervisor to the candidate.
 - d) The Executive Committee shall assign a Research Supervisor for the Research Masters' programme from the Internal Ph.D. or Practitioner Panel.
 - e) As per UGC norms, no Supervisor can guide more than 3 Research Masters scholars.
 - f) Upon matriculation to the Ph.D. programme, all scholars shall constitute a Research Supervisory Committee according to the guidelines below, with the approval of the Executive Committee.
12. For each Ph.D. scholar, in full-time or part-time enrolment, the Executive Committee will appoint a **Research Supervisory Committee**.
 - a) Candidate can request from among the panel of internal and external faculty the research supervisory committee under whom he/she proposes to do research.
 - b) However, the executive committee will be the final authority to decide the composition of the research supervisory committee.



- c) Each Research Supervisory Committee must include a primary Supervisor, who is a full-time faculty member at AnantU empanelled by the Executive Committee.
- d) Ph.D. scholars may, with the approval of the Executive Committee and primary Supervisor may choose a co-Supervisor from among external faculty empanelled by the Executive Committee.
- e) A Ph.D. Supervisory Committee for each Ph.D. scholar must include a minimum (and ideally maximum) of three members.
- f) Any non-academic members of the Supervisory Committee must be in addition to the three academic members.

Figure 1: Organizational Structure of Research Masters-PhD Programme





III. Admissions: Eligibility, Procedure, and Registration

Eligibility

13. The integrated Ph.D. programme shall lead to the award of a Ph.D. degree, with an exit option at the end of two years with a Research Masters' degree. Both full-time and part-time programmes require the same educational qualifications. The part-time programme shall have additional requirements in terms of work experience.

- a. Admission for Ph. D. Programmes shall be advertised through various media platforms including University's website periodically.
- b. The candidates seeking admission have to fill in the prescribed admission form and submit the same within the prescribed date specified in the admission announcement.
- c. There shall be a Research Aptitude Assessment (RAA), in line with UGC regulations, for all Full-time, Part-time, and Integrated Ph.D. programme candidates. Exceptions may be allowed in the cases defined below.
- d. Mere possession of required educational and other qualifications alone do not guarantee a right for admission to the Ph.D. programme

Educational Qualifications for all Candidates

14. Candidates must have studied under 10+2+3 pattern of education (or 10+2+4) (or 10+2+5) or equivalent years of study through regular full-time study.

- a. Candidates are ideally required to have completed a Master's degree in any discipline with a minimum of 55% marks (or an equivalent grade).
- b. Candidates of Indian origin or overseas scholars who have completed a Master's Degree from an accredited overseas university securing a minimum of 55% marks (or equivalent grade) would be eligible.
- c. Candidates with a Bachelor's degree must demonstrate a minimum of three years of postgraduate professional or practice experience. (Also see clause 18).⁶

For integrated Research Masters – Ph.D. programmes

15. In most cases, a Master's degree in related disciplines, with a minimum 55% marks or equivalent CGPA would be required, subject to the following exceptions:

- a. Candidates with four- or five-year Bachelor's degrees in Design or Architecture or related disciplines with a dissertation or thesis component, with minimum 55% marks or equivalent CGPA may be eligible, if they provide sufficient "evidence of research preparation", demonstrated as per the provisions of Section (18) below.⁷
- b. Candidates with a postgraduate Diploma would be required to complete a minimum of two semesters' coursework and one semester's dissertation. (For more details, see Section VII: Coursework and Programme Structure.)

⁶ Subject to revision in line with changes recommended by the National Education Policy 2020.

⁷ Subject to revision in line with changes recommended by the National Education Policy 2020.



- c. Candidates with four- or five-year Bachelor's degrees in Design or Architecture or related disciplines with a substantial research component, with minimum 55% marks or equivalent CGPA would be eligible even if they do not hold a Master's degree.⁸

For direct PhD

16. M.Phil. or Masters from a recognized and accredited Indian or international university, with a minimum of 55% marks or equivalent CGPA.
 - a. Holders of Master's degrees with an independent research component, from a recognized and accredited Indian or international university, would be eligible if they have earned a minimum of 60% marks or equivalent CGPA.

Experience required for Part-time Ph.D. candidates

- a. Teacher candidates working in College/University departments and such other institutions with at least one year of continuous teaching experience at degree and/or post-graduate level.
- b. Professionals with a minimum of 5 years of experience in government, local bodies, recognized institutions, Public Sector Undertakings, Non-Governmental Organizations, business corporations as well as independent consulting, provided that the candidate has at least two (2) years of work experience related to the proposed area of research.

Admission Procedure

For integrated Research Masters – Ph.D. programmes

17. Research Aptitude Assessment (RAA), will be required to be completed by all candidates, in line with UGC regulations, with the exceptions defined below.
 - a. The admission test is waived off for candidates who have qualified National Eligibility Test/UGC/CSIR or such other examination recognized by University as equivalent and awarded a junior research fellowship (JRF). These candidates could be admitted any time of the year, on the recommendation of the Executive Committee.
18. Also, applicants will be evaluated on how well they demonstrate “evidence of research preparation” in the form of one or more of the following, which they must submit:
 - a. Research skills coursework and/or a supervised research project that includes an independently completed written report, as part of the programme of study at the Bachelor's and/or Master's programmes.
 - b. Scholarly papers involving a substantial contribution as an author, published in recognized academic journals or edited volumes from recognized academic publishers.

⁸ Subject to revision in line with changes recommended by the National Education Policy 2020.



- c. Research or technical reports contributed by the candidate for industry, government, or business, which adhere to the broad conventions of academic publishing.
 - d. “A scholarly approach to creative work as research investigation” shown through a critical discussion of creative work, the candidates’ own or others.
 - e. Industry or work experience independently planning and executing a project.
19. Candidates who meet the minimum cut-off on the RAA and earn high marks on “evidence of research preparation” will be called for a Personal interview.
20. Candidates who prove themselves to be best qualified based on the assessment through the RAA, the Evidence of Research Preparation and the Personal Interview will be granted admission to the Integrated Research Masters-PhD programme subject to payment of the prescribed fees.

For direct PhD

21. Research Aptitude Assessment (RAA), will be required to be completed by all candidates, in line with UGC regulations. Exceptions may be granted at the discretion of the Admissions Committee or Executive Committee in the cases defined below.
- a. The admission test is waived off for candidates who have qualified National Eligibility Test/UGC/CSIR or such other examination recognized by University as equivalent and awarded a junior research fellowship (JRF). These candidates could be admitted any time of the year, on the recommendation of the Executive Committee.
 - b. Non-resident Indians and foreigners residing/working abroad, who are otherwise qualified and working in academics/research/industry at least for five years, may apply for and receive an exemption from the Admissions Committee or Executive Committee, as the case may be.
 - c. Persons with five years of industry experience, who have a rich collection of data in their field and seeking admission to the part-time Ph.D. programme may be exempted from the RAA, at the discretion of the Admissions Committee or Executive Committee.

Candidates will be assessed on “Evidence of Research Preparation” as above.

- a. The “Evidence of Research Preparation” will be weighted more for candidates interested in the Practice Track.
22. Also, candidates must submit:
- a. Research proposal in the specified format
 - b. Letter from sponsoring faculty mentor at Anant National University
23. Selected candidates will then be called for:
- a. Research proposal presentation, with viva
 - b. Personal interview



Provisional Registration for Full-time and Part-time Ph.D. programme

24. A candidate, certified as eligible for the Ph.D. programme by the Admission Committee, shall be provisionally registered for the Ph.D. Degree with the approval of the Executive Committee and on payment of prescribed fees.

- a. The candidate would specify the broad field or an interdisciplinary field from the Specializations listed in which he/she intends to pursue research.
- b. The candidate can also specify the research supervisor under whom he/she proposes to do research.
- c. However, the Executive Committee will be the final authority to decide the allocation of the research supervisor and committee to the candidate.



IV. Ph.D. tracks and fields of specialization

Specializations

25. Based on faculty areas of expertise, the Ph.D. Programme in Built Environment and Design Excellence can offer specializations in the following fields:

- a. *Built Environment and/or Design Practice*: The unique strengths of AnantU faculty in the fields of Built Environment and Design education, practice and theory will inform this core area.
- b. *Design Management*: Building on AnantU' s faculty expertise in design thinking, strategy, and entrepreneurship, this area will focus on the two-way application of the principles of design to management problems and principles of management in design domains.
- c. *Arts, Culture and Heritage Management*: Leveraging the unique International Centre for Inclusive Cultural Leadership as well as AnantU' s faculty expertise in Art History and Criticism, this area will address issues in preserving, promoting, and curating tangible and intangible heritage traditions as well as contemporary artistic and architectural practices.
- d. *Urban and Regional Development*: Drawing on faculty strengths in architecture, built environment, economics, policy, and planning, this unique Ph.D. track in Urban, Regional and Local Development Studies will fill an important niche in interdisciplinary expertise.
- e. *Sustainability Studies*: Faculty expertise in disciplines such as architecture, built environment, environmental and space design and economics will support this area, which will address the gamut of global and local challenges at the interface of social and natural systems.

Tracks and thesis

26. Based on the background, expressed career interests, and the Executive Committee's assessment, Ph.D. scholars may be assigned to one of two tracks.

- f. *Inquiry track*: Scholars will be required to produce work equivalent to a minimum of two papers to be published in internationally indexed peer-reviewed journals. This work must demonstrate a rigorous methodology and substantive theoretical engagement. Scholars in all four specializations will be eligible for the inquiry track.
- g. *Practice track*: Scholars will be required to present a creative portfolio with a substantive critical reflection for review by an internationally recognized jury. The work must be equivalent to a creative monograph or two articles published in identified journals. This work must demonstrate a rigorous methodology and substantive critical/scholarly engagement. Scholars in the Architecture and/or Design Practice, Design Management and Arts, Culture and Heritage Management specializations will be eligible for the practice track.



V. Research Supervisory Committee Selection and Roles

Research Supervisory Committee Selection

27. A Research Supervisory Committee would be constituted as part of the Ph.D. admission process once the candidate is accepted for provisional registration, or upon matriculation to the Ph.D. programme for Research Masters scholars.

- a. In the first instance, the candidate must choose a primary Research Supervisor, who is a full-time faculty member at AnantU from the panel created by the Executive Committee.
- b. Scholars in the Inquiry Track must choose a primary Research Supervisor from the Internal Ph.D. panel of the Executive Committee.
- c. Scholars in the Practice Track must choose a primary Research Supervisor who is a senior practitioner from the Internal panel of the Executive Committee.
- d. Each Ph.D. scholar in the practice track shall be assigned a second Research Supervisor from the Internal Ph.D. panel of the Executive Committee.
- e. Ph.D. scholars may, with the approval of the Executive Committee and the primary Research Supervisor, choose a second co-Research Supervisor empanelled by the Research Degree Committee.
- f. A Ph.D. Supervisory Committee for each Ph.D. scholar regardless of enrolment status, track or specialization must include a minimum (and ideally maximum) of three members.
- g. Any non-academic members of the Research Supervisory Committee must be in addition to the three academic members.

28. The assignment of the Research Supervisory Committee will be mainly be based on the candidate's preferences.

- a. The candidate may nominate an external expert for inclusion in the Research Supervisory Committee as co-Research Supervisor.
- b. Such a nominated supervisor must be duly assessed and empanelled by the Executive Committee before becoming part of the Research Supervisory Committee of the candidate.
- c. Such a nominated Research Supervisor cannot be a primary Supervisor in any case, according to the UGC guidelines.
- d. The Executive committee will be, however, the final decision maker in this regard and will assign a research supervisor based on the area of research of the candidate, supervisor's area of specialization, and availability of positions with the supervisor.
- e. Other things being equal, the Executive Committee will assign a supervisor from the Internal Ph.D. or Practitioner track before assigning an external supervisor.

Research Supervisory Committee Role and Responsibilities

29. The Research Supervisory Committee and the primary Research Supervisor carry the major responsibility of guiding the academic progress of the candidate throughout the period of study.



He/she counsels the scholar on academic matters and guides the nature of course work and research, the standards expected, the adequacy of progress, and the quality of work.

- a. As per UGC Guidelines, a Supervisor cannot supervise more than eight scholars of Ph.D. full-time and part-time.
 - b. Each part-time and full-time scholar shall pursue the programme of study and research approved by the Research Supervisory Committee. Such a programme shall include the presentation of a thesis embodying the results of the scholar's research work.
30. To ensure the successful and timely completion of the programme, supervisors and the scholar must maintain regular contact.
- a. It is recommended that the primary Research Supervisor and the scholar meet for an hour-long meeting every two weeks at the minimum.
 - b. It is recommended that the Research Supervisory Committee schedule a bi-monthly meeting with the candidate to assess progress towards the degree.
 - c. Research Supervisors must give their scholars advance notice if they plan to be absent from the university for an extended period, of at least six months, and make suitable arrangements for the continued supervision of the scholar.
31. All scholars registered for Ph.D. should submit to the Executive Committee an interim report every six months duly certified by the Research Supervisory Committee.
- a. At the discretion of the Research Supervisory Committee, scholars may present their research at a bi-weekly Research Progress Seminar series instead where other Ph.D. scholars are present, to foster dialogue among researchers
 - b. If they fail to submit three interim reports, the candidature will automatically stand cancelled.
32. After the scholar's programme of study and research, the Research Supervisory Committee shall suggest seven names for the panel of examiners to evaluate the thesis to the Executive Committee. The Executive Committee shall ensure that all the examiners are of repute and standing in their respective fields.
33. The thesis will be sent for evaluation to any three examiners from the list as approved by the Executive Committee: two within India and one outside India.

Change of research supervisor

The change of the Research Supervisory Committee will be allowed only under exceptional circumstances.

- a. In case of the primary Research Supervisor leaving the university permanently or on deputation for a period more than one year but continuing to remain empanelled, the candidate may change the topic, if necessary based on mutual consent with the Research Supervisor.
- b. Under such extraordinary circumstances, the change must be approved by both the Executive Committee and the Provost.



- c. In this case, the Executive Committee may also recommend the dissolution of the Research Supervisory Committee and the formation of a new Committee.
- d. The Research Supervisory Committee would decide the minimum duration needed to complete the research in the new circumstances.
- e. The change of the co-Research Supervisor or other members of the Research Supervisory Committee requires a formal application by the candidate and approval by the Executive Committee.



VI. Research Supervisor Empanelment

34. The Executive Committee will empanel faculty members at AnantU as well as external experts who can serve as members of the Research Supervisory Committees.
35. The Executive committee for the Research Masters/Ph.D. programmes of Anant National University shall prepare a panel of external supervisors chosen from amongst leading and well-known researchers in various fields. This list shall be used to draw upon to constitute Research Supervisory Committee for candidates along two tracks – an Inquiry Track and Practice Track.
36. The Provost will approve the panel on the recommendation of the Executive Committee. This panel will be made available on the university website for prospective scholars to enter into correspondence in advance. The panel will consist of three lists as enumerated below – internal Ph.D. supervisors, Internal Practice Supervisors, and External Supervisors.
 - a. It is expected that Research Masters Research Supervisors will meet with Research Masters scholar for not less than two hours weekly.
 - b. It is expected that and a Ph.D. scholar meet their primary Research Supervisor for an hour-long meeting every two weeks at the minimum.
 - c. For teaching workload assessment, appropriate teaching equivalences will be established by the Executive Committee, with the approval of the Provost, for the supervision responsibilities of internal Research Masters and Ph.D. Research Supervisors.

Internal Ph.D. Supervisors

37. Professors and Associate Professors holding Ph.D. degrees are eligible to be research supervisors from the date of their joining the university.
 - d. Assistant Professors appointed as regular faculty and holding a Ph.D. degree will become eligible with two papers accepted in Scopus-indexed peer-reviewed journals. On the recommendation of the Executive Committee, the Provost may approve them as research supervisors.

Internal Practice Supervisors

38. As per UGC Guidelines, any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in refereed journals may be recognized as a primary Supervisor.⁹

⁹ For further details, see Section 6 of the University Grants Commission (Minimum Standards and Procedure for Award of Research Masters /Ph.D. Degrees) Regulations, 2016. In particular, Section 6.1 says:

Any regular Professor of the University/Institution Deemed to be a University/College with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university/institution deemed to be a university/college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.



- a. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institution may relax the above condition for recognition of a person as a primary Advisor with reasons recorded in writing.

Empanelment of External Supervisors

39. Scholars from other recognized teaching or research-focused institutions in India or abroad, who hold Ph.D. degree and have at least three publications in peer-reviewed journals or equivalent scholarly achievement after completing their Ph.D. can be invited or can apply to become Co-Research Supervisors at Anant National University.¹⁰

- a. Scholars from other recognized teaching or research-focused institutions in India or abroad with 10 years of professional experience post Ph.D. can be invited or can apply to become Research Supervisors at Anant National University.
- b. The Provost may approve of them as co- Research Supervisors on the recommendation of the Executive Committee.
- c. In special cases, independent non-PhD practitioners in the areas of Art, Design, and Architecture, who are not affiliated to a teaching or research-focused institutions can be invited or can apply to become Research Supervisors at Anant National University.
- d. Panellists with a Ph.D. degree will be assigned to the Inquiry Track.
- e. Panellists without a Ph.D. degree will be assigned to the Practice Track.

Relationship and responsibilities of External Supervisors

40. All such External Empanelled Research Supervisors will be bound by a non-employee contractual relationship with Anant National University for a period of three to five years.

- a. Once assigned a Ph.D. scholar to supervise, the External Supervisor will be required to meet with and guide the scholar on a schedule determined on mutual agreement with the scholar and the primary Research Supervisor.
- b. The External Supervisor shall be available for bi-monthly meetings with the Ph.D. scholar as well as for any scheduled Research Progress Seminars.
- c. The External Supervisor shall be available for periodic review of the scholar's progress as requested by the primary Research Supervisor.

¹⁰ This is in line with Section 6.2 and 6.4 of the University Grants Commission (Minimum Standards and Procedure for Award of Research Masters/ Ph.D. Degrees) Regulations, 2016, which state, respectively:

6.2 Only a full-time regular teacher of the concerned University/Institution Deemed to be a University/College can act as a supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the same institute or from other related institutions with the approval of the Research Advisory Committee.

6.4 In case of topics which are of inter-disciplinary nature where the Department concerned feels that the expertise in the Department has to be supplemented from outside, the Department may appoint a Research Supervisor from the Department itself, who shall be known as the Research Supervisor, and a Co-Supervisor from outside the Department/ Faculty/College/Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.



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- d. He or she may be requested to support other aspects of the scholar's academic and professional progress, as decided by mutual agreement with the Research Supervisory Committee and scholar.
- e. The External Supervisor shall be listed on the university website as part of the External Panel of Supervisors.
- f. He or she shall be compensated with an honorarium for their time as well as any incidentals, including travel and stay at Anant National University.



VII. Coursework and Programme Structure

41. As per UGC requirements, all courses prescribed for Research Masters and Ph.D. course work shall conform with the credit hour instructional requirement and shall specify the content, instructional, and assessment methods. They shall be duly approved by the authorized Executive Committee and Academic Council.¹¹

- a. Samples courses are given below in Table 1.
- b. Such courses may be cross-listed to allow postgraduate Degree and Fellowship scholars to attend them for instructional efficiencies.
- c. As per UGC requirements, a Research Masters/Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale (or an equivalent grade/CGPA in a point scale wherever such a grading system is followed) in the course work to be eligible to continue in the programme and submit the thesis.
- d. Sample timelines are given in the Appendix.

For the integrated Research Masters – Ph.D. programme

42. A minimum of 78 credits must be earned with minimum marks/grades described above, for the award of the Research Master's degree.

- a. Based on the Research Supervisor's guidance, as per UGC guidelines, Research Masters scholars will choose courses from among Res 1- Res 4 or Res 7-11, listed below. A minimum of 4 credits must be chosen from Res 1- Res 4.
- b. Based on the Research Supervisor's guidance, they may also apply up to 2 credits per term from Res 5, 6, or 12, to ensure a minimum of 24 credit hours throughout the programme.
- c. As noted in Section I and Section III, candidates for the Research Master's degree would complete the minimum required coursework over two semesters, alongside one semester of the dissertation, possibly during Summer or Winter School.

For Full-time and Part-time Ph.D. programmes

43. In consultation with their Research Supervisory Committee, part-time and full-time Ph.D. scholars will choose courses totalling about 8 credits from Res 1- Res 11. Moreover, it is expected that a minimum of 4 credits must be chosen from Res 1- Res 3.

- a. **As per the UGC requirement, total credit hours are not to exceed 16 credit hours in any case.**
- b. The research supervisory committee may also recommend additional courses for the candidate considering his/her needs and proficiency required for the successful completion of the Ph.D. programme.

¹¹ For coursework requirements, see Section 7 of the University Grants Commission (Minimum Standards and Procedure for Award of Research Masters/ Ph.D. Degrees) Regulations, 2016.



Table 1: Sample Courses: Year 1^{##}

Course Code, Title and Topics	Credits
Res 1: The Research Conversation Literature review, epistemology, and philosophy of research; problem statement, research questions, secondary research; research ethics	2
Res 2A: Methods I: Qualitative Data Collection and Analysis Qualitative Interviews; Focus groups; ethnography	2
Res 2B: Textual, Visual and Artefactual Research Methods Scholars may choose between Res 2A and 2B based on the field of specialization.	2
Res 3: Methods II: Quantitative Research: Basics of survey research; Experimental research design; Measurement and scales	2
Res 4: Analytical Writing Structure, data presentation, language, and abstract/summary; Peer review and feedback; revision; journal selection and submission; Writing for non-specialist audiences; Blogging about research	2
Res 5: Presenting your Research: Seminar Series (Including faculty research seminar series) Communicating research to different audiences; Research Seminar series; Peer critique and collegiality; conference presentation	2
Res 6: The Scholarly Life including Design Research Lecture Series (per term) Academic careers and networks; Intellectual property and copyright issues	1
Res 7: Effective Pedagogy Designing curricula; paradigms of learning; case study teaching	4
Res 8-11: Domain-specific postgraduate courses, from among Anant Fellowship, Climate Action Fellowship, or M. Des. course offerings	20
Res 12: Research Masters Independent research (per-term) (minimum of eight terms)	4
Total credits (Research Masters)	78
Total credits (Ph.D.)	9-13

^{##} These timelines are for illustrative purposes only and are subject to change.



VIII. Fees and Scholarships

44. The fees and scholarship amounts are as shown in Figure 2.

- In line with Anant National University policy, the Research Masters-PhD programme will attempt to support meritorious scholars regardless of need.
- Scholars enrolled full-time for the Ph.D. may undertake up to 20 hours of employment at Anant National University as Teaching Assistants/Associates, as Academic Associates or Research Associates, with approval of the Executive Committee and the scholar's own Research Supervisory Committee. Scholars may be compensated and/or may earn credits for such academic employment.
- After completion of the majority of the coursework in the first six months, scholars enrolled full-time for the Research Masters programme may undertake up to 10 hours of employment at Anant National University as Teaching Assistants/Associates, as Academic Associates or Research Associates, with approval of the Executive Committee and the scholar's own Research Supervisor. Scholars may be compensated and/or may earn credits for such academic employment.

Table 2: Summary of Fees and Scholarship amounts, for 2020-21

	Tuition Fees	Hostel Fees (Optional)	Fellowship Stipend	Research or Teaching Assistantship
Research Masters	Rs 200000 pa	Rs 180000 pa	0	Maximum 10 hours, as available
Ph.D. (full-time)	0	Rs 180000 pa	Rs 240000 pa	Maximum 20 hours, as available
Ph.D. (part-time)	Rs 50000 pa	For period availed	0	Not applicable

Note: These numbers apply as of 2020-21. They may change in future years.



IX. Conference and field travel funding

45. To complete the requirements for the Ph.D. research, Ph.D. scholars in the Interdisciplinary Programme in Built Environment and Design Excellence shall be eligible for priority approval for the conference travel funds available under the purview of the Anant National University Policy for Academic Research and Development.



X. Thesis submission and evaluation

46. The Ph.D. programme culminates with the submission of a thesis of a substantial work of original research carried out by the candidate under the guidance of the supervisor. It is expected to be potentially publishable and stand peer review.
 - a. If the candidate fails to submit the thesis within the stipulated duration, a maximum of two extensions of three months each may be given with the approval of the Executive Committee.
47. The candidate shall submit one soft copy and one hard copy of the thesis to the controller of examinations for evaluation by the examiners.
 - a. The controller of examinations will then send the thesis to the selected three examiners proposed by the Executive Committee for evaluation.
 - b. Once the evaluation report is received from the examiners by the controller of examinations, it will be shared with the Research Supervisor who will certify that the corrections/suggestions are incorporated.
 - c. Every candidate shall submit with his/her thesis a certificate from the Research Supervisory Committee under whom he/she worked, that the thesis submitted is a record of original research work done by the candidate during the period of study under his / her supervision and that the thesis has not previously formed the basis for the award to the candidate of any Degree, Diploma, Associateship, Fellowship or other similar titles and that the thesis represents independent work on the part of the candidate

Evaluation of the Thesis

48. The Research Supervisory Committee shall suggest seven names for the panel of examiners to evaluate the thesis to the Executive Committee. The Executive Committee shall ensure that all the examiners are of repute and standing in their respective fields.
 - a. The panel of at least 7 examiners (5 from India and 2 from abroad) shall be recommended by the research supervisory committee can also be called upon for conducting the public viva-voce examination later.
 - b. The research supervisor may contact the panel members individually to seek their consent to be placed in the panel.
49. The thesis will be sent for evaluation to any three examiners from the list as approved by the Executive Committee: two within India and one outside India.
 - a. Once the reports reach the controller of examinations, they will be forwarded to the Research Supervisory Committee in sealed envelopes.
50. This committee shall prepare a summary of the reports and make a recommendation for the conduct of the public viva voce examination.



- a. The examiners shall place the merit of the candidate for the Ph.D. degree in the following categories:
 - i. The thesis to be accepted for the award of Ph.D. degree in the present form.
 - ii. The thesis to be accepted for the award of Ph.D. degree after minor corrections/revisions
 - iii. The thesis can be passed after obtaining clarifications at the time of viva-voce.
 - iv. The thesis should be revised and resubmitted for evaluation.
 - v. The thesis should be rejected.
51. If the thesis is approved, each examiner may seek clarification questions, if any, to be answered at the time of viva-voce.
52. When experts differ in their opinion while evaluating the thesis, the following outcomes shall obtain:
 - a. In case all the three examiners or two out of three examiners have not commended, the thesis shall be rejected and the registration cancelled.
 - b. In case, one of the three examiners has not commended, then the thesis shall be again referred to a fourth examiner either Indian or Foreign as the case may be.
 - c. If the fourth examiner commends the thesis, the candidate shall be allowed for the viva-voce examination.
 - d. If the fourth examiner does not commend the thesis, it shall be rejected and registration cancelled.
53. If the examiner/examiners insist on any correction/revision to be made in the thesis, the same shall be made by the candidate before the public viva-voce examination and certified by the Supervisor and the Doctoral Committee.

Cancellation of Registration

54. Registration may be cancelled on the recommendation of the Research Supervisory Committee to the Executive Committee. This recommendation must be made after giving due opportunities to the candidate to present his reasons for making no or little progress in his research.
 - a. Registration will be automatically cancelled if the candidate fails to submit the Ph.D. thesis within five years (within six years in case of a part-time programme) of his date of provisional registration.

Revocation of Degree

55. The award of the Ph.D. degree may be cancelled by the Executive Committee after a fair and well-defined process of hearing, in case the doctoral candidate is found to have engaged in plagiarism or other forms of academic misconduct defined below in the ethics and community engagement policy.
 - a. The terms and procedures for such a hearing and investigation shall be carefully laid out by the Executive Committee, not more than one year after the launch of the programme.



XI. Academic Exchange

56. The Academic Research Committee shall establish a "Visiting Scholar" programme to assist outstanding Ph.D. and post-doctoral scholars from Indian and international universities who are interested in spending a term of scholarship at Anant National University.
- The scholars would apply for the programme, and be selected based on research potential and match with current faculty interests.
 - All selected scholars would need a letter of support from a mentor, based at Anant National University.
 - Such scholars may be offered a stipend, depending on funded research projects available with the mentor faculty.
 - Scholars with external fellowship funding are also encouraged to apply.
 - Such scholars may be offered guest house accommodation, based on availability.
 - Scholars will be offered office space, library access, and internet resources equivalent to Ph.D. scholars at Anant National University.
57. Ph.D. scholars registered at Anant National University may apply to the Executive Committee for academic exchange visits to other relevant institutions for a maximum period of 8-12 weeks.
- To apply, the candidate should submit the following
 - Cover letter explaining how the exchange will help their research and what activities they will undertake during their research visit
 - CV
 - Short description of the proposed research at the host institution (up to 500 words)
 - Letter from the supervisor approving the application and commenting on the progress of the scholar and the relevance of the proposed visit.
58. The ARC shall endeavour to establish scholarly exchange programmes with institutions across India globally to facilitate academic exchange among faculty, researchers, Ph.D. scholars, and scholars. These will include both durational/visiting forms of exchange as well as non-durational exchange such as conferences, symposia, workshops, exhibitions, and more.



XII. Placement Support

59. The Executive Committee and Academic Research Committee, along with the scholar's Research Supervisory Committee, at Anant National University, shall endeavour to support graduating Ph.D. scholars in the search for remunerated academic and non-academic positions in the following ways:

- a. By supporting professional development through in-house capacity-building efforts as well as access to external initiatives.
- b. By encouraging applications for external opportunities for research funding or research exchange programmes.
- c. By providing administrative support for the job search process within six months of graduation.
- d. By facilitating access to scholarly and practice networks.
- e. Any other such means as are economically and logistically feasible.



XIII. Ethics and community engagement policy, including plagiarism

Preamble:

60. The code of ethics and community engagement illustrates the standard procedures and guidelines for ethics and community engagement in research and allied activities. The code is applicable for the scholars enrolled with the University for pursuing Research Masters/Ph.D. programme as well as faculty and researchers. All Anant National University researchers are required to abide by this Code of Ethics and community engagement in research. Further, they are expected to respect the rights, responsibilities, and restrictions as per the guidelines.

The university intends to enforce this code of ethics and community engagement in research to pioneer and promote a research process that is egalitarian, meticulous, effective, and efficient through individual as well as a collective responsibility.

All candidates are expected to be well acquainted with the code of ethics for responsible research conduct. As a premier university for interdisciplinary research and education, Anant National University aims at matching the global standards of academic integrity and is committed to fostering an intellectual and ethical environment.

Research Integrity:

Research at AnantU must be conducted in accordance with the following principles of academic integrity:

- a) Honesty, rigour, and accountability in the undertaking, development, and reporting of research
- b) Responsibility towards a transparent research methodology, data, and findings.
- c) Fairness in terms of acknowledging the ideas and contributions of others.
- d) Respect for fellow researchers, research participants, society, animals, and the environment.
- e) Respect towards the right of vulnerable communities engaged in research
- f) Promotion of responsible and sustainable research practices.

It should be noted that academic integrity is an important constituent for the success and growth of the university and its research mission. Violations of academic integrity amount to a serious offence.

Responsibilities of the University:

The university will ensure to promote a culture of responsible research conduct. To achieve this, the university will:

- a) Identify and establish responsible management and academic practices for research integrity.
- b) Identify and conform to applicable laws and regulations, guidelines, and policies for responsible research conduct.



- c) Establish and develop policies and procedures which are consistent with the code of ethics and community engagement in research.
- d) Provide constant training and education to promote and support responsible research conduct for all researchers and those in similar relevant roles.
- e) Ensure the research supervisors and co-supervisors have the appropriate qualification, skills, and training.
- f) Promote and encourage responsible research conduct and ensure guidance and advice to those with concerns about potential breaches.
- g) Support and ensure the responsible dissemination of research findings, and suggest action wherever necessary, on time.
- h) Ensure safe and secure facilities for storage and management of research data, records, and materials.
- i) Provide procedures to receive concerns/complaints, investigate and resolve, and ensure procedural fairness in potential breaches.

Responsibilities of the Researcher:

Researchers at the university will

- a) Adhere to a philosophy of honest and responsible research conduct at the university.
- b) Provide guidance and mentorship on responsible research conduct to their fellow researchers.
- c) Conform with the relevant laws, regulations, guidelines, policies, code of ethics in research and community engagement, and other procedures related to responsible research conduct.
- d) Make sure to acquire appropriate approvals from the competent authority before the onset of research.
- e) Ensure that the ethical principles of research integrity, justice, and respect are applied to human research.
- f) Safeguard vulnerable communities and respect their legal rights and protocols
- g) Adopt appropriate research methods and ensure that conclusions are validated by results.
- h) Retain clear, accurate and complete records of all information relating to the research, including the data and the primary materials
- i) Disseminate the findings of the research in a responsible and accurate manner
- j) Disclose any conflicts of interest.
- k) Acknowledge and value scholarly contribution to research by any fellow researcher(s)
- l) Cite and acknowledge any relevant works appropriate to their research
- m) Participate in peer review and provide feedback in a fair, rigorous, and timely manner along with maintaining the confidentiality of the content.
- n) Report any suspected breaches of the university policies or the code of ethics in research and community engagement.



Research Misconduct:

The university expects candidates and members to follow the highest standards in the conduct of their research as set out in the code of ethics in research and community engagement. Failing to uphold the standards either purposely or through a lack of knowledge may harm the research culture within the university and the society at large. Any allegations of misconduct in the research reported would be investigated thoroughly and strict actions may be undertaken.

At the university, misconduct in research indicates the doing, planning, or attempting any of the following:

- a) Fabrication and misrepresentation of data, either misleading or false reporting of research data and information.
- b) Failure to preserve, manage and share primary data and information appropriately.
- c) Unacknowledged appropriation of other's work including plagiarism and unpublished materials or other resources.
- d) Falsification of involvement in a research project, either non-inclusion of legitimate authors or granting authorship where none is deserved.
- e) Failure to declare conflicts of interest
- f) Failure to adhere to accepted guidelines or procedure (either legal or ethical)
- g) Failure to follow due care leading to hard or risks to humans, animals or environment
- h) Failure to exercise existing guidance on good/best practices in research, including the handling of private data collected during the research.

Ethical Principles for Community Engagement:

In conducting human subjects research, all Anant National University researchers are encouraged to adhere to the ethical principles of justice, Beneficence/non-maleficence, and respect.¹²

Curbing Research Misconduct:

The university views any research misconduct very seriously. Any research misconduct will be examined by a committee constituted by the competent authority and would take appropriate actions on the same following the university guidelines. The university has an institution-wide plagiarism policy which is also applicable for candidates in Research Masters and Ph.D. programme.

¹² These are defined by Hay (2010:38) as follows:

Justice: this gives emphasis to the distribution of benefits and burdens.

Beneficence/non-maleficence: respectively, these mean 'doing good' and 'avoiding harm'. Our work should maximize benefits and minimize physical, emotional, economic and environmental harms and discomfort.

Respect: individuals should be regarded as autonomous agents and anyone of diminished autonomy (e.g. intellectually disabled) should be protected.



XIV. Cultural diversity charter

Preamble:

India is popularly known as a country that exemplifies “Unity in Diversity”. This diversity is manifested in multiple aspects such as caste, nationality, region, languages, religion or belief, disability, age, gender, sexual orientation, identity, and cultural practices. At a constitutional level, this diversity is acknowledged which also promotes harmony and spirit that may transcend religious, language-based, regional, or sectional diversities.¹³ Honouring the same diversity, the university aims at creating a culturally diverse ecosystem with a focus on interdisciplinary scholarship and teaching-learning.

The Research Masters/Ph.D. programme at the university is aimed at creating culturally diverse and inclusive research, with a focus on nurturing and respecting the difference that arises out of this cultural diversity. While diversity may create differences, it would also enable us to develop expertise in multicultural excellence.

The following subsections provide the objectives of the charter and the principles governing the same.

Objectives:

The specific objective of this charter would be:

- a) To strengthen policies, plans and develop innovative plans for harnessing cultural diversity assets and skills
- b) To make cultural diversity integral to the delivery of world-class education in a globalized world.
- c) To strengthen and extend research policies and strategies that take full advantage of its cultural diversity resources, expertise, skills, and network
- d) To position the university as a leading university for cross-cultural understanding and engagement in the world.

Principles:

The principles developed for the university could be mapped onto one or more of the UNESCO guiding principles.¹⁴

- a) **Commitment to cultural diversity:** The University recognizes and respects the cultural diversity of all the members of the university community and beyond and values the benefits and strength that this diversity creates.

¹³ Based on the Indian Constitution, Part IV A, Fundamental Duties, https://www.india.gov.in/sites/upload_files/npi/files/coi_part_full.pdf

¹⁴ The guiding principles are based on the four pillars of UNESCO Universal Declaration of Cultural Diversity, 2nd Nov. 2001 that are as follows:

1. Identity, Diversity and Pluralism:
2. Cultural diversity and Human Rights
3. Cultural diversity and creativity
4. Cultural diversity and International Solidarity



- b) **Equality for all irrespective of the Diversity:** The University provides equal opportunity for all irrespective of the caste, creed, region, religion, language, gender, or any other parameter of diversity and honours the rights and entitlements of its members from a diverse background.
- c) **Right to preserve heritage:** The University supports the right of all its members to express, preserve and promote the cultural heritage and identity, religion, language and traditions within the university
- d) **Equal opportunity to Participate:** The University supports all its members from diverse backgrounds to access opportunities that it provides and to participate and contribute fully to the university life in different realms.
- e) **Equal access to services:** The University affirms equality and fair treatment to all its members and equal access to services to all its members irrespective of the diversity.
- f) **Commitment towards Unity and Harmony and Shared Values:** The University promotes understanding and mutuality among its culturally diverse community and fosters a culture of understanding, mutual respect, and appreciation within its diverse communities.
- g) **Identification of Benefits to cultural diversity:** The University recognizes and supports the cultural diversity as an asset and the benefits that cultural diversity brings to the university in terms of social, cultural, educational enrichment within the members and general community at large.
- h) **Commitments to promote cultural diversity synergy:** The University recognizes and strengthens cross-cultural partnerships and synergies between members, organizations, and communities to promote and enhance the opportunities associated with cultural diversity.

Thus, the university will provide an environment that fosters diversity and its amalgamation into unity at academic practices and day to day operations. As a responsible university, it has an impact beyond its boundaries.



Appendix: Sample Timelines^{##}

Term/ Month	Research Masters	Direct PhD (full-time)	Direct Ph.D. (part-time)
<i>Spring Semester</i>			
January-February 2021: Term 1	Orientation; Res 1, Res 6 and Res 8	Orientation; Research proposal feedback and revision	Orientation; Research proposal feedback and revision
March- April 2021: Term 2	Res 2, Res 3, and Res 9	Res 2/3/ Res 5; Independent research	Res 2/3; Independent research
May 2021: Term 3	Res 4, Res 6, Res 10 and Res 12: Independent research in consultation with Research Masters Supervisor	Res 5; First Research Progress Seminar (RPS)	Res 5: First Research Progress Seminar (RPS)
<i>Summer School</i>			
June- July 2021: Term 4	Res 12: Thesis research in consultation with Research Masters Supervisor.	Independent research	Independent research
<i>Monsoon Semester</i>			
August- September 2021: Term 5	Res 5, Res 6, Res 11	Res 6; Res 5	Res 5
October – November 2021: Term 6	Res 7; Res 5, Res 12: Thesis research in consultation with Research Masters research supervisor	Res 7; Res 5; Independent research Second Research Progress Seminar (RPS)	Res 7; Independent research



Term/ Month	Research Masters	Direct PhD (full-time)	Direct Ph.D. (part-time)
December 2021: Term 7	Res 5; Res 6, Res 12: Independent research in consultation with Research Masters research supervisor.	Res 5: Second Research Progress Seminar (RPS)	Res 5: Second Research Progress Seminar (RPS)
<i>Spring Semester</i>			
January- February 2022: Term 8	Res 6/ Res 12: Thesis research in consultation with Research Masters research supervisor/ Res 5: Research Seminar (internal or external) #	Independent research	Independent research
March- April 2022: Term 8	Matriculation to Ph.D.; Research proposal in consultation with the PhD Research Supervisory Committee	Independent Research/Academic visit	Independent Research
May 2022: Term 9	Res 5: First Research Progress Seminar	Res 5: Third Research Progress Seminar	Res 5: Third Research Progress Seminar

The Research Seminar was a UGC-mandated requirement for the award of the M.Phil. degree.

These timelines are for illustrative purposes only and are subject to change.