

**Swami Rama Himalayan University
Office of the Registrar**

SRHU/Reg/OO/2025- 164

Date: 29th July, 2025

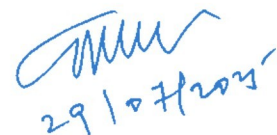
OFFICE ORDER

1. I am directed to inform that in supersession of Office Order no. SRHU/Reg./OO/2025-09 dated 9th January 2025, the **Institutional Research Committee of School of Pharmaceutical Sciences (SPS)** is hereby re-constituted, comprising of the following

Dean, SPS	Chairperson
Dr. Ujjwal Nautiyal Associate Professor, SPS	Member
Dr. Arvind Singh Farswan Assistant. Professor, SPS	Member
Dr. Raghav Dixit Assistant Professor, SPS	Member
Dr. Priyank Purohit Associate. Professor, SPS	Member & Secretary

2. Terms & Conditions:

S. No.	Clause	Details
1.	Quorum	½ of the total members
2.	Tenure of the Committee	Perpetual
3.	Tenure of the Chairperson	3 years
4.	Tenure of Members	3 years
5.	Frequency of Meetings	At least thrice in a year.
6.	Meeting Notice and Agenda	The Secretary with prior approval of the Chairperson shall circulate the Meeting Notice and Agenda to all the members at least seven (7) working days prior to date of the meeting.


29/07/2025

7.	Minutes of the Meeting	The Secretary shall record the minutes of the meetings and the same shall be signed by the Chairperson and the Secretary. A signed copy of the minutes of each meeting shall be forwarded to the members and the Registrar within three (3) working days from the date of the meeting.	
8.	Duties and functions of the Committee	(a)	The Committee shall review and evaluate research proposals submitted by faculty, researchers and students within the college;
		(b)	Ensure that all research conducted within the college adheres to ethical standards and guidelines of the University;
		(c)	Manage and allocate research funds provided by the University or external sources;
		(d)	Develop and implement strategies to promote a culture of research within the college, including organizing seminar, workshops and conferences;
		(e)	Encourage and facilitate collaborative research efforts within the college and with external institutions.

This bears approval of the competent authority.


29/07/2024
Registrar

Copy to:

Hon'ble President
Hon'ble Vice-Chancellor
Director General (Academic Development)
Pro Vice-Chancellor
Finance Officer
Dean, SPS
Director, Research
Person(s) Concerned

} *for kind information please*