

# Swami Rama Himalayan University

## Office of the Registrar

SRHU/Reg/00/2025-165

Date: 29<sup>th</sup> July, 2025

### OFFICE ORDER

1. I am directed to inform that in supersession of Office Order no. SRHU/Reg./OO/2025-80 dated 1<sup>st</sup> May 2025, the **Institutional Research Committee of Himalayan Institute of Medical Sciences (HIMS)** is hereby re-constituted, comprising of the following:

Dean/Principal, HIMS	Chairperson
Dr. Sunil Saini Professor & Head, Department of Surgical Oncology, HIMS	Co-Chairperson
Dr. Yogesh Saxena Professor, Department of Physiology, HIMS	Member
Dr. Barnali Kakati Professor, Department of Microbiology, HIMS	Member
Dr. Rakhee Khanduri Professor, Department of Respiratory Medicine, HIMS	Member
Dr. Deep Shikha Professor, Department of Community Medicine, HIMS	Member
Dr. Alka Aggarwal Professor, Department of Anatomy, HIMS	Member
Ms. Akanksha Sharma Lecturer, Department of Biostatistics, HIMS	Member
Dr. Renu Dhasmana Professor & Head, Department of Ophthalmology, HIMS	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.
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

  
29/07/2025

		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; <i>and</i>
		(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, HIMS
- Director Research
- Person(s) Concerned

} *for kind information please*