

Swami Rama Himalayan University

Office of the Registrar

SRHU/Reg/OO/2025-171

Date: 30th July, 2025

OFFICE ORDER

1. I am directed to inform that in supersession of Office Order no. SRHU/Reg/OO/2025-08 dated 8th January 2025, the **Institutional Research Committee of School of Bio-Science (SBS)** is hereby re-constituted, comprising of the following:

Dean, SBS	Chairperson
Dr. Vivek Kumar Professor, SBS	Member
Dr. Vikash Singh Jadon Associate Professor, SBS	Member
Dr. Vijay Kumar Associate Professor, SBS	Member
Dr. Akhilesh Kumar Assistant Professor, SBS	Member
Dr. Smita Dimri Research Scientist-III	Special Invitee
Dr. Geeta Bhandari Assistant Professor, SBS	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	Not Applicable
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 the members and the Registrar within three (3) working days from the date of the meeting.

[Handwritten Signature]
30/07/2025

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; and
		(e)	Encourage and facilitate collaborative research efforts within the college and with external institutions.

This bears approval of the competent authority.


30/07/2016
Registrar

Copy to:

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



for kind information please