

5: 3 - Research -

- (i) Regulation on the conduct of Pre-Submission Seminar and also the regulation on preparation of M.Phil/Ph.D

The Academic Council in its 51st meeting held on 2nd and 3rd November, 1995 vide resolution No: AC: 51: 95: 5: 3: (i) resolved to constitute a Committee consisting of the following members to examine the regulation on the conduct of the Pre-Submission Seminar and also the regulation on preparation of M.Phil/Ph.D thesis.

1.	Prof.A.C.Sinha	-	Chairman
2.	Prof.N.Hasan	-	Member
3.	Prof.S.S.Khare	-	-do-
4.	Prof.S.N.Bhat	-	-do-
5.	Prof.R.K.Rai	-	-do-
6.	Prof.A.N.Rai	-	-do-
7.	Prof.S.K.Mishra	-	-do-

The Committee met on two occasions i.e., on 4th and 19th April, 1996 and recommended the Draft Regulation on the conduct of the Pre-Submission Seminar and also for preparation of M.Phil/Ph.D thesis.

The draft regulations as recommended by the Committee were placed before the Academic Council in its 53rd meeting held on 3rd and 4th June, 1996.

The Council considered the recommendations of the Committee and RESOLVED to approve the same and that it will also be applicable to other Departments having dissertation Courses.

The draft regulations as recommended by the Committee and approved by the Academic Council is placed at Annexure-'A'.

The matter is placed before the Council for consideration.

Minutes of the Meeting of the Draft Regulation on the conduct of the Pre-Submission Seminar held on 4th and 19th April, 1996.

Members Present :-

1. Prof A.C. Sinha (Chairman)
2. Prof S.K. Mishra, Deptt. of Economics
3. Prof R.K. Rai, Deptt. of Geography
4. Prof S.N. Bhat, Deptt. of Chemistry.

The Committee held two meetings on April 4th & 19th, 1996 in the Office of the undersigned and recommended the following Draft Regulation on the conduct of the Pre-Submission Seminar.

Revised Ordinances on the Doctor of Philosophy programme and the Master of Philosophy Programme (U/S 26(1) (b) of the NEHU Act 1973) under clause 7 and clause 9 respectively provide for holding of Pre-Submission Seminars by candidates pursuing studies under the two respective programmes.

The operative parts under the provisions require explicit Rules and Regulations for the sake of uniform application of these clauses. The following suggestions are in order in this regard :

1. The phrases 'the final stage of completion of the thesis' and 'well in advance' should be read as :-
 - a) at least 2 months before these submission of a Ph.D. dissertation; and
 - b) at least 1 month before the submission of M.Phil dissertation.
2. (i) The Committee in whose presence the seminar shall be given should be addressed as the Evaluation Committee.
 - (ii) The Evaluation Committee (referred as the Committee hereafter) consisting of three members related to the specialization of research should be constituted as follow :
 - a) Supervisor of the candidate as the convener of the Committee and the Chairman of the Seminar :
 - b) One faculty member from the department as the nominee of the Head where the candidate is registered;
 - c) One faculty member nominated by the Dean from allied department in the School.

Explanation: The faculty member mentioned in (b) and (c) shall be recognised supervisors of the University.

- iii) The committee shall be constituted and notified by the Dean of the school.
- iv) After the notification of the Committee the supervisor shall fix the date and time of the seminar through mutual consent of the other two members.
- v) The supervisor shall issue the notice of the seminar.
- vi) The Seminar shall be public and open to all the faculty members and students of the departments in the School concerned.
- vii) The Seminar presentation shall be open to public debate only after the Committee has made its recommendations.

Explanation: No member of the public shall be permitted to participate in the discussion during the course of evaluation unless when the Committee members feel the necessity of inviting the comments by way of clarification from any particular member of the public to assist them in their work on some specific issue arising from the presentation of the candidate.

- viii) The unanimous recommendations shall be clearly and specifically recorded on a standard format in triplicate and shall be duly signed on each proforma by each member of the Committee.
- xi) Two copies of the report shall be forwarded to the Dean through the Head of the Department while one copy of the report shall be kept in the records of the Departmental Research Committee. The Dean shall forward one copy of the report to the concerned section of the University while one copy shall be retained for the record of the School Board.

3. In corporation of the Recommendation of the Committee in the thesis : In case where the Committee suggests any modifications in the thesis (which shall, of course, not be by way of modifications in the finally registered title of the thesis) then the candidate is required to incorporate these modifications suitably in the thesis and submit a certificate

to this effect to the Dean before he/she is permitted to submit the thesis for examination. However, if the candidate is unwilling to incorporate the suggested modifications then the candidate should submit through the supervisor a justification in writing to the Dean giving sound academic/intellectual argument in support of this unwillingness.

- (v) The supervisor shall issue the notice of the seminar.
- (vi) The Seminar shall be public and open to all the faculty members and students of the departments in the School concerned.
- (vii) The Seminar presentation shall be open to public debate only after the Committee has made its recommendations. Explanation: No member of the public shall be permitted to participate in the discussion during the course of evaluation unless when the Committee members feel the necessity of inviting the comments by way of clarification from any particular member of the public to assist them in their work on some specific issue arising from the presentation of the candidate.
- (viii) The unanimous recommendations shall be clearly and specifically recorded on a standard format in triplicate and shall be duly signed on each proforma by each member of the Committee.
- (ix) Two copies of the report shall be forwarded to the Dean through the Head of the Department while one copy of the report shall be kept in the records of the Departmental Research Committee. The Dean shall forward one copy of the report to the concerned section of the University while one copy shall be retained for the record of the School Board.
- (x) In corporation of the Recommendation of the Committee in the thesis: In case where the Committee suggests any modifications in the thesis (which shall, of course, not be by way of modifications in the finally registered title of the thesis) then the candidate is required to incorporate these modifications suitably in the thesis and submit a certificate

The North-Eastern Hill University

Month & Year

(NEHU emblem should not be used anywhere on the thesis)

I _____, hereby declare that the subject matter of this thesis is the record of work done by me, that the contents of this thesis did not form basis of the award of any previous degree to me or to the best of my knowledge to anybody else, and that the thesis has not been submitted by me for any research degree in any other University/Institute.

This is being submitted to the North-Eastern Hill University for the _____ degree of Master of Philosophy/Doctor of Philosophy in _____ (Name of the Discipline)

(Candidate)

(Head)

(Supervisor)

REGULATION FOR PREPARATION OF M.PHIL/PH.D. THESIS

1. Thesis should be type-written on one side of good quality quarto size paper in double space with 4 cms margin on the left side of the page and top of the page : and 2.5 cms, margin on the right side of the page and bottom of the page.
2. Suitable reproduction of Indian-ink diagrams should be used. Photographs computer output should be suitably mounted on the same quality paper as the thesis.
3. References made in the text should be indicated at the bottom or at the of the same page in single space or at the end of each chapter or at the end of the dissertation.
4. Tables with running numbers should be inserted in the text or at the end of each chapter.
5. Standard noting, footnoting, bibliography styles should be followed.
6. Three copies of the thesis in hard cover, preferably black be submitted.
7. Three copies of the Abstract of the thesis should also be submitted separately.
8. The cover should have the following printed in it in block letters :
 - a) Thesis Title at the top
 - b) Candidate's Name in the middle and
 - c) Name of the Department and North-Eastern Hill University at the bottom.
9. The following should be printed on the spine of the thesis
 - a) The year of submission at the top
 - b) The Candidate's last name in the middle and
 - c) M.Phil/Ph.D at the bottom.
10. The contents of the thesis should have the following forms:
 - i) Inner Cover Page
 - ii) Candidate's declaration countersigned by the supervisor and the Head (Specimen enclosed)
 - iii) Acknowledgements
 - iv) Table of Contents
 - v) List of figures
 - vi) Body of the Thesis
 - vii) Appendices
 - viii) Bibliography and
 - ix) Brief Bio-Date of the Candidate
11. The inner cover page should read as follows:

TITLE OF THESIS

BY

Name of Candidate

Department

submitted

in partial fulfilment of the requirement of the Degree of Master of Philosophy/Doctor of Philosophy in _____ name of the subject of North Eastern Hill University, Shillong.

REPORT OF EVALUATION COMMITTEE

- 1. Name of Candidate :
- 2. Degree : M.Phil/Ph.D.
- 3. Department :
- 4. Name of the Supervisor :
- 5. Date of the Pre-Submission Seminar:
- 6. Title of the Dissertation :
- 7. Scope & Methodology of the Satisfactory/Not Satisfactory Study
- 8. Quality of data used and its analysis : Satisfactory/Not Satisfactory
- 9. Comprehension of the Central Theme and its appreciation in the larger form of the discipline : Adequate/Inadequate
- 10. Methodological innovation :
if any : If Yes, use a separate sheet
- 11. Suggestions for Modification, if any, if Yes, use a separate sheet.
- 12. Recommendation(tick mark one) :
 - 1. Recommended for Submission
 - 2. Recommended for Submission with suggestions for modification
 - 3. Not recommended.
- 13. Signature of the Members of the Evaluation :

(Convener)
Name

(Member)
Name

(Member)
Name

NORTH-EASTERN HILL UNIVERSITY
SCHOOL OF SOCIAL SCIENCES

PARTICULARS OF THE CANDIDATE

NAME OF CANDIDATE :
DEGREE :
DEPARTMENT :

FOR M.PHIL CANDIDATES

TITLE OF DISSERTATION :
DATE OF PAYMENT OF ADMISSION:
(Commencement of First Sem)

COMMENCEMENT OF SECOND SEM/DISSERTATION:
(From conclusion of end semester exams)

APPROVAL OF RESEARCH PROPOSAL :
1. BPGS :
2. SCHOOL BOARD :
REGISTRATION NO.& DATE :
DUE DATE OF SUBMISSION :
EXTENSION (IF ANY) :

FOR PH.D. CANDIDATE

TITLE OF DISSERTATION :
DATE OF PAYMENT OF ADMISSION :
APPROVAL OF RESEARCH PROPOSAL :
1. BPGS :
2. SCHOOL BOARD :
REGISTRATION NO. & DATE :
DUE DATE OF SUBMISSION :
EXTENSION IF ANY :

Head
Depart

- (ii) Revised Ordinances on OB-6 and OB-7 i.e. Affiliation of Colleges and College Development Council respectively. Ordinances on Management of Colleges/Institutions maintained by the University and Management of Colleges/Institutions admitted to the privileges of the University.

No: EC: 90: 96: 5: 1: (ii): The Council considered the amendment of the existing Ordinances OB-6 and OB-7 and the regulations thereto and RESOLVED to approve the same. The Council further considered the Ordinances framed on the Management of Colleges/Institutions maintained by the University and on the Management of Colleges/Institutions admitted to the privileges of the University and RESOLVED that these two Ordinances may be referred back to the Academic Council for review. The Council further RESOLVED that the Chairman may constitute a Committee to go through these Ordinances before placing them before the Academic Council for review.

- (iii) Regulation for external Research Project-

No: EC: 90: 96: 5: 1: (iii): The Council considered the issues raised by the Dean, School of Human and Environmental Sciences and also the Finance Department on the regulation for external Research Projects and RESOLVED that a Committee consisting of all Deans, with the Senior most Dean as Chairman and the Finance Officer as Convener may be constituted to look into the matter and till such time the issue is resolved the procedure laid down in the Regulations will prevail.

5: 3 RESEARCH :

- (i) Regulations on the conduct of Pre-Submission Seminar and also the regulation on preparation of M.Phil/Ph.D

No: EC: 90: 96: 5: 3: (i): The Council considered the regulation on the conduct of Pre-Submission Seminar and also the regulation on preparation of M.Phil/Ph.D as recommended by the Academic Council and RESOLVED to approve the same.

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