

# MADHYA PRADESH BHOJ (OPEN) UNIVERSITY

## ORDINANCE NO. 12

### FOR RESEARCH DEGREE PROGRAMMES

- i) **Master of Philosophy (M. Phil.)**
- ii) **Doctor of Philosophy (Ph.D.)**

[As approved by the coordination committee in the 60th meeting held on June 25,1999 at item (10)-1 of Part B and adopted by the Board of Management in the 8th meeting held on July 3, 1999]

## I. MANAGEMENT AND CO-ORDINATION

### 1. Preamble

The Degree of Master of Philosophy (M. Phil.) and the Degree of Doctor of Philosophy (Ph.D.) or such other degree may be awarded by the University to a registered student on his successfully completing the prescribed programme of research offered by the University.

### 2. Structure and the Roles

Research studies leading to the award of the Degree of the Master of Philosophy (M. Phil.) or Doctor of Philosophy (Ph.D.) or such other degree shall be organised and managed by the following bodies in accordance with their respective roles as specified hereunder.

#### 2.1 Academic Council

The Research degree programmes of the University shall be in accordance with the Research Policy adopted by the Academic Council subject to the provisions of the Act and the Statutes of the University.

#### 2.2 Research Council

There shall be a Research Council, which, subject to the overall guidance and supervision of the Academic Council shall be responsible for the planning, management, organisation and monitoring of research programmes.

2.2.1 Subject to the provisions of the Act and Statutes, the Research Council shall perform the following functions:

- (i) Management and administration of the research policy and programmes of the University;

- (ii) Formulation of guidelines for registration, supervision, programme design, evaluation and awards of research degrees;
- (iii) Monitoring of research indicators for the purposes of evaluation;
- (iv) Determination of the criteria for purview of the research areas/themes/topics relevant to the individual Departments or across the Departments.
- (v) Advice on research priorities like identification of Thrust areas and allocation of resources for research;
- (vi) Delegation of any of these functions assigned to the Thrust Area and Inter Departmental Committee or the Boards of Studies;
- (vii) Preparation of the consolidated reports on research efforts of the University.
- (viii) Any other work related to research development and co-ordination.

2.2.2 The composition of the Research Council shall be as follows:

- (i) The Vice Chancellor shall be the Chairman of the Research Council.
- (ii) Two experts who are not employees of the University, nominated by the Vice Chancellor.
- (iii) One nominee of the Chairman, Distance Education Council, not below the rank of a Director of any other Open University.
- (iv) One representative each of the Planning Board and the Academic Council nominated by the Vice Chancellor
- (v) Two Directors of Departments nominated by the Vice Chancellor
- (vi) One other faculty member of the University including Visiting faculty, faculty appointed on contract or recognised faculty.

2.2.3 The term of the office of the members will be three years from the date of nomination.

2.2.4 The Research Council shall meet at least twice a year. One third of the total membership shall form the quorum for the meeting.

### **2.3 Board of Studies**

The Boards of Studies, as constituted under the provisions of the Statute and with the guidance of the Research Council, shall operationalize the research degree programmes in the disciplines assigned to the concerned Departments in accordance with the policies and guidelines laid down by the Academic Council and the Research Council.

### **2.4 Thrust Area and Inter-Departmental Committee**

2.4.1 There shall be a Thrust Area and Inter-Departmental Committee for the administration of the Research Programmes in the following categories:

- (i) Developmental Studies—Inter disciplinary;
- (ii) Multimedia/Distance Education Based Areas;
- (iii) Any other area not covered by the individual Departments.

2.4.2 The Thrust Area and Inter-Departmental Committee shall, subject to the overall supervision and guidance of the Research Council, perform all functions for the operationalization of the Research degree programmes in respect of the relevant research areas as specified in 2.4.1.

2.4.3 The composition of the Thrust Area and Inter-Departmental Committee shall be as follows:

- (i) A Director nominated by the Vice Chancellor shall be its Chairman.
- (ii) One external expert not below the rank of a Professor/Director to be nominated by the Vice Chancellor
- (iii) One member each to be nominated by the Vice Chancellor from each of the three categories (a) Directors / Professors / Regional Directors (b) Readers/Deputy Directors (c) Lecturers/Assistant Professors / Adjunct Associates / Consultants.
- (iv) One faculty member of the University from Visiting Faculty, faculty appointed on contract or faculty recognised by the University.

2.4.4 The Thrust Area and Inter-Departmental Committee shall meet twice a year. Fifty percent of the membership shall form the quorum for the meeting.

2.4.5 The nominated members of the Thrust Area and Inter-Departmental Committee shall hold office for three years from the date of appointment. A member can be re-nominated for another term.

2.4 Board of Studies shall be responsible for research topics covering the disciplines assigned to the Departments concerned. However, for topics in Thrust Area and Inter-Disciplinary nature, and others as specified under 2.4.1 the decision shall be taken by the Thrust Area and Inter-Departmental Committee and reported to the Research Council.

## **II. REGISTRATION AND SUPERVISION**

### **3. Registration**

3.1 The process and schedule of registration shall be prepared and announced by the University in accordance with the guidelines given by the Research Council from time to time.

3.2 A candidate who has qualified for the award of the Master's Degree of any University or any other qualification recognised as equivalent thereto in such fields of study as notified for this purpose from time to time by the University, will be eligible to register for the M. Phil./Ph.D. programmes provided he has secured at least 55% marks (50% in the case of

SC/ST candidates) or a grade equivalent thereto, at examinations leading to such a degree/qualification.

3.3 There shall be two categories of M. Phil./Ph.D. students: Full time and part time.

3.3.1 Full time students: All those who are offered a fellowship by the University or any other agency like UGC, CSIR, DEC etc. and registered with the University to pursue a Research Degree programme of the University on a full-time basis shall belong to the category of full-time students. In exceptional cases, the Research Council, on the recommendation of the Board of Studies concerned or the Thrust Area and Inter-Departmental Committee, may allow registration of full-time students who are not recipients of any fellowships. The full-time students shall work on their projects either at the Headquarters or at any of Regional Centres/Study Centres of the University.

3.3.2 Part time students: Students, who are employed in any organisation and are desirous of pursuing a research degree programme may be permitted to register as part-time students. Ordinarily, faculty members of the University, consultants, faculty members of other Universities, recognized colleges, Regional Directors/Deputy Directors/Coordinators who are registered for the M. Phil./Ph.D. programmes of the University while continuing on their jobs shall belong to this category.

3.4 All registrations to M.Phil./Ph.D. programmes shall be provisional and the same shall be confirmed according to the procedures prescribed by the Research Council from time to time.

3.5 A candidate, who has been offered registration, shall deposit the prescribed registration fee within a period of one month from the date of registration failing which his registration may be treated as cancelled. However, under special circumstances, extension upto another two months may be given.

3.6 The registration of a student may be cancelled for any of the following reasons:

- (i) Non-payment of fees;
- (ii) Unsatisfactory progress;
- (iii) Non-compliance with the provisions of the ordinance;
- (iv) Failure to submit the Dissertation/Thesis within the time limit prescribed.

3.7 The Research Council may consider requests for re-registration from students whose registration is cancelled. An application for re-registration, if made within a period not exceeding one year from the cancellation of the student's registration, may be considered only on the recommendations of the supervisor(s) and the Thrust Area and Inter-Departmental Committee or the Board of Studies as the case may be.

3.8 The programme fees shall include registration fee, fee for the course work, evaluation fee and any other fees prescribed by the University from time to time. All students re-registered under Clause 3.7 shall pay full fees on re-registration.

#### **4. Supervision**

- 4.1 Every student registered for a research degree programme shall be required to pursue the programme under the supervisor(s) recognised by the University. Supervisors/Co-Supervisors for students shall be assigned by the Thrust Area and Inter Departmental Committee or the Board of Studies concerned in accordance with their choice from among the panel of supervisors recognised by the University provided that where there are joint supervisors, one of the supervisors shall be from the University.
- 4.2 The Board of Studies or the Thrust Area and Inter-Departmental Committee shall recommend to the Research Council, a panel of experts to be recognized as the Research Supervisors who may or-may not belong to the University.
- 4.3 An academic with a Ph.D. degree and with at least five years post-doctoral research and/or teaching experience shall be eligible for consideration for recognition as a Research supervisor
- 4.4 At any time, a supervisor shall not guide more than 6 students out of whom 3 students may be of M. Phil. level and not more than three Ph.D. students.
- 4.5 Provision may be made for payment of a suitable honorarium to the external supervisors for guiding students registered to M.Phil./Ph.D. programme.

### **III. PROGRAMME DESIGN**

#### **5. Structure**

- 5.1 The M. Phil. programme shall consist of 30+30=60 credits and the Ph.D. programme shall consist of 30+60=90 credits out of which 30 credits in each case shall involve course work which will be-mandatory forM.. Phil. students.

#### **6. Course Work**

- 6.1 The course work may, generally,. comprise of the courses related to the thrust areas of research and research methodologies.
- 6.2 For M. Phil. degree the course work shall be prescribed by the respective Thrust Area and Inter-Departmental Committee or the Board of Studies concerned.
- 6.3 A Ph.D. candidate may be exempted (partially or fully) from the requirement of the course work by the concerned Board of Studies or the Thrust Area and Inter-Departmental Committee and endorsed by the Research Council.
- 6.4 The course work wherever necessary in all cases may be completed within one year from the date of registration.

## **7. Dissertation/Thesis**

7.1 For the M.Phil. degree, a student shall be required to submit a dissertation. The dissertation work may take any of the forms such as field work, research study or exploratory/laboratory work or such other forms on a subject approved by the Board of Studies or the Thrust Area and Inter Departmental Committee.

7.2 For Ph.D. degree, a student shall be required to submit a thesis in the format as may be prescribed by the Board of Studies or the Thrust Area and Inter-Departmental Committee concerned. The thesis must be a piece of original research work characterised either by the discovery of new facts or invention of new ideas or a new interpretation of theories, among others. The supervisor and the student concerned should certify this and incorporate it in the thesis itself.

## **8. Duration**

8.1 The minimum and maximum time for completing the programme shall be 2 years to 4 years for M. Phil. and 2 years to 5 years for Ph.D. respectively, counted from the date of registration to the programme. Provided that in the case of Ph.D. programme the period may be curtailed or extended with the approval of the Vice Chancellor

8.2 If a student fails to submit the dissertation/thesis within the expected period, his registration shall be cancelled.

## **9. Progress of Students**

Commencing from the date of registration a student shall submit progress reports periodically (one in six months) in the prescribed format to the supervisor(s) who shall forward them alongwith his remarks about and assessment of the work done that far to the Research Council through the Board of Studies or the Thrust Area and Inter-Departmental Committee concerned for review.

# **IV. EVALUATION AND AWARDS**

## **10. Course Work**

10.1 The Thrust Area and Inter-Departmental Committee or the Board of Studies concerned, as the case may be, shall prescribe an evaluation scheme for the course work to be done by the students. Depending on the nature of the course and the specific needs, the evaluation methodologies may include:

- (i) Evaluation system or a comprehensive examination as applicable to the prescribed credit-based courses.
- (ii) A term paper on a theme or presentation of an assignment at a seminar
- (iii) Oral examination.
- (iv) Any combination of these methods.

10.2A student shall be deemed to have completed his course work successfully if he obtains at least 'C' grade (measured on a five point scale) or 50% of the maximum score in the course work.

### **11. Dissertation/Thesis**

11.1 Unless exempted from course work, students will have to successfully complete the course work under clause 10, before the student is allowed to pursue his research work under the guidance of his supervisor(s) at the end of which he shall be required to write a dissertation/thesis in terms of the relevant clauses 7.1 and 7.2 as the case may be in accordance with the format and guidelines prescribed by the Board of Studies concerned or the Thrust Area and Inter-Departmental Committee and submit the same to the Registrar(Evaluation) within the prescribed period of time.

11.2 The pattern of evaluation scheme shall be laid down by the Board of Studies concerned or the Thrust Area and Inter-Departmental Committee. This will include among others the number of examiners, both internal/external and weightage to be given to each component of the programme . The general scheme of evaluation shall be prescribed by the Research Council on the recommendations of the Boards of Studies or the Thrust Area and Inter-Departmental Committee.

11.3 The Board of Studies concerned or the Thrust Area and Inter-Departmental Committee shall prescribe such rules as may be necessary for acceptance/revision/rejection of dissertation/thesis for approval of the Research Council and the Academic Council.

### **12. Award of M.Phil./Ph.D. degree**

A student shall be awarded the M.Phil./Ph.D. degree with the approval of the Academic Council, provided that the corresponding evaluation report given by the Board of Studies concerned or the Thrust Area and Inter Departmental-Committee is satisfactory.

## **V. GENERAL PROVISIONS**

### **13. Alternative Awards**

In case a student, registered for the Ph.D. programme, is unable to complete that programme, he may, at his request, be considered for the award of M. Phil. degree provided he satisfies the requirements prescribed for the award of M. Phil. degree.

### **14. Special Awards**

The University may consider cases for the award of M. Phil./Ph.D. degree for any original or creative work or a patent or a product or such other extraordinary work on having received an application for a proposal from the claimant himself or from any body on his behalf. In such a case, the Research Council, on preliminary screening by the concerned Board of Studies or the Thrust Area and Inter Departmental Committee, may refer the work to the experts for the evaluation in accordance with the procedures laid

down under clause 11 and to examine the suitability or otherwise of the claimed work for the award. The Research Council, in case it is satisfied that the work is of exceptional merit, may make an appropriate recommendation to the academic council for approval.

### **15. Removal of difficulties**

Notwithstanding anything -contained in the above ordinance, the Vice Chancellor may take such measures as may be necessary in respect of candidates for M. Phil./Ph.D. who are registered with the University.