

Chaudhary Charan Singh University, Meerut

M.Phil./Ph.D. DEGREE ORDINANCES, 2019 (In supersession of CCSU ordinance 2013 and 2016)

In exercise of the powers conferred by sub - section (3) of Section 52 of the Uttar Pradesh State Universities Act, 1973 (President's Act No. 10 of 1973), as re- enacted and amended by the Uttar Pradesh Universities (Re-enactment and Amendment) Act, 1974 (U.P. Act No. 29 of 1974) and in supersession of all the previous Ordinances on the subject, the Executive Council hereby makes the following Ordinances in order to regulate the minimum standard and procedures for award of Ph.D. degree in consonance with the University Grants Commission (Minimum Standards, and Procedure For Award of M.Phil./Ph.D. Degree) Regulations, 2016 (Gazette of India Extraordinary Part III-Section 4 dated July 5, 2016 and amended in August 27, 2018), as well as Government Order NO 7/2018/266/seventy-1-2018-2016(74)/2011 dated: 24 August, 2018.

1. Short title, Application and Commencement:

- 1.1 The Ordinance shall be called 'Chaudhary Charan Singh University, Meerut (minimum standard and procedure for award of M.Phil./Ph.D. Degrees) Ordinances 2019.
- 1.2 The Ordinances shall come into force from the session 2019-2020.
- 1.3 Those candidates who have registered for Ph.D. before the promulgation of these ordinances, would be governed by the earlier ordinances issued from time to time under which they had been admitted.
- 1.4 The process of admission for Ph.D. programme would be held not more than twice every year as per the notification of the University.
- 1.5 University or its affiliated / associated colleges/institutes shall Not conduct Ph.D. programmes through distance education mode
- 1.6 Any registered candidate for Ph.D. is not permitted to take up any other course run by this university or other University/Institution before submission of thesis.

Eligibility Criteria for Admission to M.Phil. Programme:

- 2.1 Candidates for admission to the M.Phil. programme through Entrance test organized by the University, shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- 2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed or those belonging to SC/ST/OBC(non-creamy layer)/Differently-Abled and

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other categories of candidates as per the decision of the Commission from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

- 2.3 Remaining ordinances of Chaudhary Charan Singh University, Meerut, 2003 will be followed for M.Phil. programme.

3. Eligibility Criteria for Admission to Ph.D. Programme:

Subject to the conditions stipulated in these ordinances the following persons are eligible to seek admission to the Ph.D. programme

- 3.1 Master's Degree holders in the same or allied subjects satisfying the criteria stipulated under Clause 2 above.
- 3.2 Candidates who have been awarded the M.Phil. degree from this University with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale, shall be eligible to proceed for admission to Ph.D. in this University, without having to clear any Entrance test. A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer) differently-abled and other categories of candidates as per the decision of the UGC from time to time.
- 3.3 A person whose M.Phil. dissertation has been evaluated and the viva voce is pending may be admitted to the Ph.D. Programme of the University.
- 3.4 Candidates possessing a Degree considered equivalent to M.Phil. Degree of Ch. Charan Singh University, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions shall be eligible for admission to Ph.D. Programme of Ch. Charan Singh University, Meerut.

4. Duration of the M.Phil./Ph.D. Programme

- 4.1 M.Phil. programme shall be for a minimum duration of two (2) consecutive semesters/one year and a maximum of two years, under special permission from the Vice-Chancellor on the recommendation of the supervisor/Head.
- 4.2 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years. In case of exemption from course work, the thesis may be submitted in minimum two and a half year.
- 4.3 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statutes/Ordinances of the Ch. Charan Singh University, Meerut.
- 4.4 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one year for M.Phil and two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of M.Phil/Ph.D. for upto 240 days as per Government rules.

Procedure for Admission

- 5.1 The University shall admit M.Phil/Ph.D. students through an Entrance test conducted by the University.

Provided that candidates belonging to the following categories seeking admission to Ph.D Program shall be exempted from the entrance test

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- (a) Full time Regular teachers of the University campus and its affiliated colleges who have completed their probation period successfully and are confirmed.
 - (b) All students who qualify the UGC/CSIR/ICAR/Teacher Fellowship or other central regulatory bodies for their fellowship, subject to the validity norms of the respective fellowship.
 - (c) Candidates who have GATE score of not less than 95 percentile.
 - (d) Serving Army, Navy and Air force officers of at least Colonel or equivalent rank with not less than 15 years services, applying for Ph.D. in Defence Studies/Military Studies.
 - (e) Candidates who have procured M.Phil. degree with at least 55% marks from this University, provided that they had been admitted to M.Phil. program on the basis of an Entrance Test.
 - (f) RGNF, INSPIRE/WOS/Maulana Azad fellowship/other National fellowship holders are exempted from entrance test, as per the recommendations of a committee constituted in Academic council dated 05-05-2019.

5.2 The University shall -

5.2.1 decide on an annual basis through the academic bodies for a predetermined and manageable number of M.Phil. and/or Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar-teacher ratio, laboratory, library and such other facilities;

5.2.2 Notify well in advance on the institutional website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language, the number of seats for admission, subject/discipline-wise distribution of available seats (reservation category-wise), criteria for admission, procedure for admission, examination centre(s) where entrance test(s) shall be conducted and all other relevant information for the benefit of the candidates.

5.2.3 Adhere to the National/State-level reservation policy, as applicable.

5.3 The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time-to-time.

5.4 The University shall admit candidates by a two-stage process through:

5.4.1 The University shall admit M.Phil./Ph.D. students through an Entrance Test conducted at the level of University separately for M.Phil and Ph.D. programmes. (UGC/CSIR/other government funding organization-JRF/NET-LS/SLET/GATE/ teacher fellowship holder/bonafide teacher of the university/M.Phil. from C.C.S. University, Meerut, will be exempted (as given in 5.1) from CET for admission to Ph.D. programme.), with qualifying marks as 50%.

Provided that a relaxation of 5% marks (from 50 to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (Non creamy layer)/Differently abled category, in entrance examination conducted by the University.

The syllabus of the CET shall consist of 50% of research methodology and 50% shall be subject specific. The Entrance Test shall be conducted at the Centre(s) notified in advance (changes of Centres, if any, will also be notified well in advance) by the University.

5.4.2 An interaction/interview will be organized by the University where the candidates are required to discuss their research interest/area through a presentation before a duly constituted Departmental Research Committee (DRC).

- 5.5 The interaction/interview shall also consider the following aspects, viz. whether:
- 5.5.1 the candidate possesses the competence for the proposed research;
 - 5.5.2 the research work can be suitably undertaken at the Institution/College;
 - 5.5.3 the proposed area of research can contribute to new/additional knowledge.

5.6 The University shall maintain the list of all the M.Phil. / Ph.D. registered students on its website on regular basis. The list shall include the name of the registered candidate, topic of his/her research, name of his/her supervisor/co-supervisor, date of enrolment/registration.

6. Allocation of Research Supervisor

Eligibility criteria to be a Research Supervisor, Co-supervisor, Number of M.Phil/Ph.D. scholars permissible per Supervisor etc.:

- 6.1 Any regular Professor of the University, Emeritus Professor, Adjunct Professor appointed by the University, or Vice-Chancellor of Ch. Charan Singh University, with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the university/college with a Ph.D. degree and at least two research publications in refereed journals may be recognized as Research Supervisor.
 Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Dean of the concerned faculty may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing. Those Assistant and Associate Professors who were carrying out research according to Ph.D. ordinance 2016 in recognized research centres already, will remain recognized supervisors and research centres, respectively till the completion of their presently assigned research work.
- 6.2 Only a full-time regular teacher of the University/College can act as a supervisor. External supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the University or from other related institutions with the approval of the RDC (Research Degree Committee).
 Provided also that a retired teacher of the University or its affiliated/associated/constituent college, may be permitted to remain as supervisor of his/her Ph.D. student during the remaining tenure of Ph.D. studentship of the student(s) already registered with him/her. If the research scholar is unable to submit the thesis without an active laboratory (space), within the regular studentship period, the change of supervisor may be considered as per provisions.
- 6.3 The allocation of Research Supervisor for a selected research scholar shall be decided by the concerned Departmental Research Committee, depending on the number of scholars per Research Supervisor, the available specialization among the Supervisors and research interests of the scholars as indicated by them at the time of interaction.
- 6.4 In case of topics which are of interdisciplinary nature where the department concerned feels that the expertise in the department has to be supplemented from outside, the department may appoint a research supervisor from the department itself, who shall be known as Research Supervisor and a Co-supervisor from outside the department/ Faculty/ College/ Institution on such terms and conditions as may be specified and agreed upon by the consenting Institutions/Colleges.

More allocation of supervisor does not imply registration of a student to Ph.D. programme. Registration can be accorded only after submission of a synopsis and its approval in RDC and by the Vice-Chancellor.

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A supervisor shall not be allowed to supervise a candidate who is his/her relative whether by blood or by marriage.

Explanation- In this Ordinance "relative" means the relations provided in the Explanation to Section 20 of the U.P. State Universities Act, 1973.

6.5 A Research Supervisor/Co-supervisor, who is a Professor, at any given point of time, cannot guide more than three (3) M.Phil. and Eight (8) Ph.D. scholars. An Associate Professor can guide up to a maximum of two (2) M.Phil. and six (6) Ph.D. scholars and an Assistant Professor can guide up to a maximum of (1) M.Phil. and four (4) Ph.D. scholars.

6.6 In case of relocation of an M.Phil./Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred in the University to which the scholar intends to relocate provided all the other conditions in these ordinances are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution, supervisor from any funding agency. The scholar will however give the credit to the parent guide and the institution for the part of research already done.

7. Course Work: Credit requirements, number, duration, syllabus, minimum standards for completion, etc.

7.1 The credit assigned to the Ph.D. course work shall be a minimum of 08 credits and a maximum of 16 credits.

7.2 The course work shall be treated as prerequisite for Ph.D. preparation. A minimum of four credits shall be assigned to one or more courses on Research Methodology which could cover areas such as quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, field work, etc. Other courses shall be advanced level courses preparing the students for Ph.D. degree.

7.3 All courses prescribed for M.Phil. and Ph.D. course work shall be in conformity with the credit hour instructional requirements and shall specify content, instructional and assessment methods. They shall be duly approved by the authorized academic bodies.

7.4 The department where the scholar pursues his/her research shall prescribe the course(s) to him/her based on the recommendations of the Departmental Research Committee.

7.5 All candidates admitted to the Ph.D. programmes shall be required to complete the course work prescribed by the Department during the initial one or two semesters.

7.6 Candidates already holding M.Phil. degree and admitted to the Ph.D. Programme may be exempted by the Department from the Ph.D. course work. All other candidates admitted to the Ph.D. programme shall be required to complete the Ph.D. course work prescribed by the Department.

7.7 Grades in the course work, including research methodology courses shall be finalized after a combined assessment by the Course Coordinator/Convener of Research Degree committee and the Department and the final grades shall be communicated to the University/college.

7.8 A M.Phil./Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale in the course work in order to be eligible to continue in the programme and submit the dissertation/thesis.

Provided that for M.Phil. programme, the department concerned shall be free to design the course structure and other conditions which it deems fit in the light of the regulations framed by U.G.C. from time to time.

8. Constitution and function of RDC (Research Degree Committee) and DRC (Departmental Research Committee)

8.1 The synopsis shall be placed before a Research Degree Committee (hereinafter referred to as RDC) which may be separate for each department and shall consist of -

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- (a) the Vice-Chancellor as Chairman,
 - (b) the Dean of the faculty concerned,
 - (c) Conveners I & II as per seniority in rotation
 - (d) two experts nominated by the Vice-Chancellor for one year.
- (At least one member from (c) and (d) each, must be present).

8.1.1 To review the research proposal (synopsis) and finalize the topic of research.

8.1.2 To guide the research scholar to develop the study design and methodology of research

8.1.3 Departmental Research Committees (Conveners I from campus & convenue II from colleges and the supervisor) will periodically review and assist in the progress of research work of the research scholar.

8.2 A research scholar shall appear before the DRC once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six-monthly progress reports shall be submitted by the DRC to the University with a copy to the research scholar.

8.3 In case the progress of the research scholar is unsatisfactory, the DRC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the Departmental Research Committee may recommend to the University, with specific reasons, for cancellation of the registration of the research scholar.

9. Evaluation and Assessment methods, minimum standards/ credits for award of the degree.

9.1 The overall minimum credit requirement, including credit for the course work, for the award of M.Phil. degree shall not be less than 24 credits.

9.2 Upon satisfactory completion of the course work, and obtaining the marks/ grades in subclause 7.8 above as the case may be, the M.Phil./Ph.D. scholar shall be required to undertake research work and produce a draft dissertation/ thesis within a reasonable time, as stipulated by these ordinances.

9.3 Prior to submission of the dissertation/thesis, the scholar shall make a presentation in the department before the DRC, which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft dissertation/thesis in consultation with the DRC.

9.4 M.Phil. scholars shall present at least one(1) research paper in a conference/seminar and Ph.D. scholars must publish at least one(1) research paper in refereed journal and make two paper presentations in conferences/seminars before the submission of the dissertation/thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/or reprints.

9.5 The Academic Council (or its equivalent body) of the University shall evolve a mechanism using well developed software and gadgets to detect plagiarism and other forms of academic dishonesty. While submitting for evaluation, the dissertation/thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the award of any other degree/diploma of the same Institution where the work was carried out, or to any other University.

9.6 The M.Phil. dissertation submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least one external examiner who is not in the employment

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of the University. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by both of them together, and shall be open to be attended by Members of the Departmental Research Committee, all faculty members of the Department, other research scholars and interested experts/researchers.

9.7 The Ph.D. thesis submitted by a research scholar shall be evaluated by his/her Research Supervisor and at least two external may be from outside the country. The viva-voce examination, based among other things, on the critiques given in the evaluation report, shall be conducted by the Research Supervisor and at least one of the two external examiners, and shall be open to be attended by Members of the Departmental Research Committee, all faculty members of the Department, other research scholars and other interested experts/researchers.

9.8 The public viva-voce of the research scholar to defend the dissertation/thesis shall be conducted only if the evaluation report(s) of the external examiner(s) on the dissertation/thesis is/are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner in case of M.Phil. dissertation, or one of the evaluation reports the external examiner in case of Ph.D. thesis, is unsatisfactory and does not recommend viva-voce, the University shall send the dissertation/thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the dissertation/thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

9.9 The University shall develop appropriate methods so as to complete the entire process of evaluation of M.Phil. dissertation/Ph.D. thesis within a period of six months from the date of submission of the dissertation/thesis.

10. Academic, administrative and infrastructure requirement to be fulfilled by colleges for getting recognition for offering Ph.D. programmes:

10.1 Colleges may be considered eligible to offer Ph.D. programmes only if they satisfy the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these Regulations.

10.2 Post-graduate Departments of colleges, Research laboratories of Government of India/State Government with at least two Ph.D. qualified teachers/scientists/other academic staff in the Department concerned along with required infrastructure, supporting administrative and research promotion facilities as per these Ordinances, stipulated under sub-clause 10.3, shall be considered eligible to offer M.Phil/Ph.D. programmes. Colleges should additionally have the necessary recognition by University under which they operate to offer Ph.D. programme.

10.3 Colleges with adequate facilities for research as mentioned below alone shall offer Ph.D. programmes:

10.3.1 In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment as specified by the institution concerned with adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply.

10.3.2 Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all

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- disciplines, adequate space for research scholars in the Department/Library for reading, writing and storing study and research materials;
- 10.3.3 Colleges may also access the required facilities of the neighbouring Universities/Colleges, or of those Institutions/Colleges/R&D laboratories/Organizations which have the required facilities.

11. Treatment of Ph.D./M.Phil. through Distance Mode/Part-time:

- 11.1 Notwithstanding anything contained in these Ordinances or any other Rule or Regulation, for the time being in force, the University and College shall not conduct M.Phil. and Ph.D. Programmes through distance education mode.
- 11.2 Part-time Ph.D will not be allowed.

12. Award of Ph.D. degrees prior to Notification of these Regulations, or degrees awarded by foreign Universities:

- 12.1 Award of degrees to candidates registered for the Ph.D. programme on or after July 11, 2009 till the date of Notification of these ordinances shall be governed by the provisions of the UGC (Minimum standards and procedure for Awards of Ph.D. Degree) Regulation, 2009.
- 12.2 If the M.Phil./Ph.D. degree is awarded by a Foreign University, the Chaidhary Charan Singh University considering such a degree shall refer the issue to a standing committee constituted by the University for the purpose of determining the equivalence of the degree awarded by the foreign University.

13. Depository with INFLIBNET:

- 13.1 Following the successful completion of the evaluation process and before the announcement of the award of the M.Phil./Ph.D. degree(s), the University shall submit an electronic copy of the M.Phil dissertation/Ph.D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Colleges.
- 13.2 Prior to the actual award of degree, the University shall issue a Provisional Certificate to the effect that the degree has been awarded in accordance with the provisions of these UGC regulations, 2016 and 2018.