



गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ0ग0)

GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (CG)

(A Central University established by the central University Act.2009 No. 25 of 2009)

No. 120/Dev/2021

Bilaspur, Dated: 7/01/2022

OFFICE MEMORANDUM

It is hereby notified to all concerned that, the Standing Committee of the Academic Council in its meeting held on 31 December, 2021, vide subject no. 09, approved the proposal for Establishment & Purpose of Academic Information cum Data Bank Cell (AIDB-Cell).

A copy of the Modalities of Action is being attached for information and necessary action.

Encl: As above.

By Order,

O.S.D. (Dev.)

Copy to:

1. The Secretary to the Vice-Chancellor for information to the Hon'ble Vice-Chancellor.
2. All Heads, Teaching Department, GGV, for information and necessary action as per attached Modalities of Action.
3. Director (IQAC) and OSD (Dev.) for information.
4. In charge, Website Cell for uploading the OM and Modalities of Action in the University Website.
5. In charge, Media Cell, GGV, for information and necessary action.
6. Office Copy.

Joint Registrar (Dev.)

Establishment & Purpose of Academic Information cum Data Bank Cell (AIDB-Cell).

There shall be an Academic Information cum Data Bank Cell (AIDB-Cell) either in Development Section or in IQAC under the supervision of Dean Academic Affairs (DAA) in coordination with Development Section or IQAC.

The AIDB-Cell will procure and retain day to day Academic Activities of various Schools of Studies in collaboration with their teaching Departments including Research /Innovations and Intellectual Properties Rights as academic records of Guru Ghasi Das Vishwavidyalaya for proper maintenance in prescribed format/formats created offline /online interactive portal.

Modalities of Action

The following point wise modalities discussed at length and approved unanimously in the IQAC meeting dated 01/11/2011 that:-

1. Each and every Research Publication / Book / Book Chapter /Monographs/ Paper/Review Article / Technical Reports submitted for publications to any External Agency/Agencies / Publication House/Houses /Research Journal/Journals & papers submitted for presentation in conferences /seminars , Each and every Patents Application / Innovations /New Outcome of any kind of research submitted for registration or publication as intellectual properties rights to any Legal Entity /Entities / External Agency/Agencies , submitted by any Teacher / Research Scholar of any teaching Department running under any School of Studies of the University should be allotted a Registration Code of the University (To be generated by the AIDB-Cell of the University) wef 01/12/2021 before submission of such documents for publications or presentations in any conference /seminar.
2. Only titles and names of Authors /Co-Authors will be required at pre-submission stages & no details of any kind required at this stage.

3. In addition to above following records of other academic / researches activities / other intellectual properties rights should also be procured and retained by AIDB-Cell with proper codification (During or After submission) allotted by the University.

- I. Project Submitted.
- II. Projects Sanctioned.
- III. Offer of Invited Talk/Key-Note Speaker.
- IV. Academic/Research Collaboration proposed.
- V. Any new Academic/Research linkage developed.

To implement above Schemes of Registration/Codification of Research & Academic Activities under the aegis of the University, the day to day Information's/Data on such activities should also, simultaneously, be submitted to a single place **AIDB-Cell**, in the Annexed format, **through confidential emails** (Having domain name **ggu.ac.in**) as a confidential disclosure for procurement & retaining such information's/data online/ offline under proper fiduciary accountability.

Now and onward from the date of implementation 01/12/2021 all the publications submitted in various Journals /Conferences / Seminars etc should have a contribution number issued by the University through **AIDB-Cell**.

This shall also be required for Review Articles, Monographs, Technical Reports, Books / Book Chapter etc.

All contribution related to any Academic or Research Activity of the University submitted by any faculty or Research Scholar or any such collaboration proposed with other Universities or Institutions should also be communicated through **official Emails created on the domain name ggu.ac.in of the University.**

Annexure

Proforma for submission of information's /data on day to day Research & Academic Activities under the aegis the University.

- 1. Name of the School : -.....
- 2. Code of the School :- (To be generated and filled by the **AIDB-Cell**)
- 3. Name of the Teaching Department: -.....
- 4. Code of the Teaching Department :- (To be generated and filled by the **AIDB-Cell**)
- 5. Title of the Research Publication/Book/Paper/Book Chapter/Monograph/Review Article /Technical Report
:- (Write only Title)

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- 6. Title of the Patent Application / Innovation/ New Outcome of any kind of research :-

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- 7. Name of the Author & Co-Author , if any (Please mention corresponding authors also , if any) :-

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Name/s and Signature/s of the Contributor/s/Author/s/Co-Authors' with Date:-

- 1.
- 2.
- 3.
- 4.