

M.Phil. (Media and Communication) Supervisor's Allocation SOPs

The M.Phil. (Master of Philosophy) supervisor allocation process adheres to the following Standard Operating Procedures (SOPs) at SMCS:

1. Coursework Completion:

The prospective M.Phil. scholars are required to fulfill their coursework obligations within two or three semesters. Subsequently, they must get enrolled in the subject Thesis/Research Thesis (06 Cr. Hrs.) to commence their research work.

2. Selection of Research Area:

Applicants are mandated to specify their preferred research areas or topics of interest in their application (Concept Paper). Additionally, two nominations are solicited from the students, serving as preferences for supervisor allocation. This information plays a pivotal role in the allocation process.

3. Faculty Consent:

The Head of the M.Phil. program undertake the responsibility of assessing the availability and expertise of faculty members. Following this, the concept paper is shared with the nominated supervisors and their consent for supervision is obtained.

4. Supervisor-Student Matching:

Drawing upon the preferences of scholars and the expertise of available faculty members, the M.Phil. Program Head facilitates the matching of scholars with potential supervisors.

5. Supervisor Workload:

Consideration is given to the workload of potential supervisors. The M.Phil. Program Head ensures an equitable distribution of scholars among faculty members, thereby assuring that each supervisor oversees a manageable number of scholars for effective mentoring.

6. Approval Process:

Upon the completion of the matching process, the M.Phil. Program Head allocates supervisors for the continuation of research work. This ensures a systematic and transparent allocation of supervisory roles in the pursuit of scholarly endeavours.

7. Notification to Scholars:

Scholars are subsequently notified of their assigned supervisors. This communication encompasses particulars regarding the supervisor's consent, contact details, and any supplementary guidelines or expectations.

8. Departmental Graduate Committee (DGC):

Following the allocation of supervisors, scholars are required to submit their proposals (with the consent of their respective supervisors) and appear before DGC for the approval of the topic.

It is imperative for scholars to actively participate in this process by conducting thorough research on potential supervisors, clearly articulating their research interests, and maintaining effective communication throughout the entire procedure. The success of M.Phil. research often hinges on fostering a positive and productive relationship between the student and the supervisor.