# Research Promotion Policy Manual

# 2020

# Research Promotion Policy Document

  The Research Promotion Document is prepared to make all faculty members working at K.S.R College of Engineering aware of rules and regulations that governs their working in the institute. The policy comes to effect from September, 2020. It is expected that faculty members strictly adhere to the rules and regulations spelled out in this document. The Management reserves the right to change/modify the policy as and when necessary and apply their discretion in specific cases.

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# K.S.R. College of Engineering, Tiruchengode – 637 215.
## (An Autonomous Institution)

## A. VISION AND MISSION OF THE INSTITUTION

### Vision:

We envision to achieve status as an excellent Educational Institution in the global knowledge hub, making self-learners, experts, ethical and responsible engineers, technologists, scientists, managers, administrators and entrepreneurs who will significantly contribute to research and environment friendly sustainable growth of the nation and the world.

### Mission:

**IM 1:** To inculcate in the students self-learning abilities that enable them to become competitive and considerate engineers, technologists, scientists, managers, administrators and entrepreneurs by diligently imparting the best of education, nurturing environmental and social needs.

**IM 2:** To foster and maintain mutually beneficial partnership with global industries and Institutions through knowledge sharing, collaborative research and innovation.

**K.S.R. COLLEGE OF ENGINEERING (AUTONOMOUS)**
**TIRUCHENGODE – 637215**

**RESEARCH PROMOTION POLICY MANUAL**

Research is the foundation of knowledge that brings new energy, state of the art facilities, research publications, collaborations and becomes part of active community that shares the mission objectives. Taking these into considerationsthe followingResearch Policy is implemented by K. S. R. College of Engineering (KSRCE).

## 1. Purpose:

The purpose of Research Policy is to create a vibrant atmosphere of research among faculty and researchers in K. S. R. College of Engineering (KSRCE). The policy serves as an overall framework within which research activities are carried out.

## 2. Scope:

Research Promotion Policy of K.S.R. College of Engineering aims at advancing knowledge via excellence in education, research, and innovation. To accomplish this, the institution aims to encourage faculty members and students to pursue their chosen field in research and innovation. The institution encourages teachers and students to develop original ideas, engage on practical, hands-on problem-solving projects, and collaborate with other students and our faculty in this regard. Additionally, the institution encourages staff and students to collaborate on multidisciplinary and cross-disciplinary research projects with other departments, institutions, and universities.Faculty members are encouraged and given financial assistance to submit applications for research grants and infrastructure to various funding bodies run by both government and non-government entities. The Institution takes great care to propose a budget and funding project proposal that are beneficial and necessary for the next generation to meet their demands. Costs

that are reasonable and sufficient for using the Institution's shared services and resources are also considered.

The institution provides internal funding in the form of seed grants to the researchers. The Research and Development division has made it mandatory for faculty researchers to participate in Research Funding Schemes through Seed Grants in order to promote the production of research papers, patents, and books and book chapters. It offers chances to work together with national and international organisations to undertake research and innovation-related programmes such as conferences, seminars, workshops, and FDPs. This seed grant programme provides up to Rs 5 lakh in financial aid to a faculty member or team (interdisciplinary/multidisciplinary research centres) in order to develop the foundational research infrastructure.

The institution offers incentives to pursue research and encourages academic members to promote their own research. It also suggests that a faculty member who is successful in obtaining external research grants be entitled to a suitable incentive for the approved project.Faculty members are encouraged to apply for a travel grant from funding organisations so that they can go abroad in support of their research work. The Institution provides faculty members with 7 days or more on duty and a fund to cover the registration price in order to facilitate their attendance at conferences and workshops relevant to their field of research both in India and overseas. The participation of faculty members as keynote speakers or plenary lecturer at conferences, seminars, etc. is also partially supported in terms of financial aid. Additionally, the faculty members are paid by the college to complete patent applications and to prepare testing analysis reports. The institution rewards faculty members with an additional increment on the completion of the doctorate degree. To encourage research culture among faculty and scholars, the institution offers lab facilities, internet access, electronic library, and round the clock library use. The

institution has a clear promotion of research policy that is in line with its vision and mission. This promotional policy is available on the college website and is updated and put into practise based on the current situation.

## 3. Goals of R and D:

K.S.R. College of Engineering promotes research activities by fostering innovation and creativity via technical education. To accomplish this, a solid foundation in research and development is necessary. Knowing the value of research and development (R&D), the R&D centre at K.S.R. College of Engineering was founded with the following primary goals:

- To properly coordinate all of the institution's research efforts and match them with its vision and mission as well as with the nation's sustainable development goals through its research and innovation centre.
- Finding and informing teachers and students about appropriate funded/sponsored research opportunities that are made available by various academic, government and non-government organizations.
- To support all the faculty members' research endeavours and to promote student research as a component of the curriculum.
- To encourage multidisciplinary research and establish procedures for carrying out and developing collaborative research projects across the many knowledge domains as well as policies, or by enlisting outside expert/agencies in such research projects.
- Through consulting projects, the college also gives faculty and students the opportunity to work on current technological trends and emerging technologies with industry standards.
- To identify and establish Industry-Institute interaction through Memorandums of Understanding (MOUs) for sustained relationships with national and international academic institutions of higher learning and

research institutions in order to broaden the scope of research options and funding opportunities for the faculty and students.

- To promote innovation, raise awareness of intellectual property rights, and encourage people to apply for these rights.

- To support and promote the publication of faculty and students research in recognised academic journals with international and national Scopus indexes.

- Entrepreneurship is supported and promoted, including incubation centres and other activities for knowledge generation and transfer, in order to establish an ecosystem for inventions.

- Through R&D events like conferences, workshops, patent filings, research proposal seminars, faculty development programmes, and student development programmes, the faculty and students are encouraged to continue their research work. Faculty members are also encouraged to pursue higher education in reputable institutions.

- To support community-based research initiatives and disseminate research results for local social innovation and economic growth.

- The institution has taken initiative to provide on-duty, incentives/seed money and reduced workload, etc., for the faculty members interested in the research in order to foster advanced research and to develop their abilities on the emerging technologies.

## 4. Objectives:

- To create an enabling environment within KSRCE in order to foster a research culture as well as provide required support through research framework and guidelines.

- To ensure high level of efficient and effective support system and facilitate faculty and researchers in their research activities.

- Ensure publications in quality journals, indexed in Scopus/Web of Science and/or with impact factor.

- To nurture an environment of undertaking socially useful research with potential for commercialization.
- Establish Research Centers within KSRCE with potential for Excellence.
- Forge interdisciplinary collaborations and partnerships nationally and globally.

## 5. Undertaking Research:

Research departments,Faculty members, research scholars and students of KSRCE are expected to undertake research, leading to quality publications, presentations in National/International conferences of repute, generation of Intellectual property with potential for commercialization, socially useful outcome and other similar research activity.

## 6. Norms for Doctor of Philosophy (Ph.D)

Candidates should enroll and register at K. S. R. College of Engineering (KSRCE) on getting provisional registration letter from Anna University, Chennai.

- Candidates should present his/her progress of research in the review meeting once in six months and submit the Half Yearly Progress Report in the prescribed format to the department in which they have registered. The schedule for the review meeting will be prepared and announced by the supervisor concerned / department.
- The Supervisors shall endorse the candidates to publish their research work. The candidate shall publish their research papers in reputed platforms (Scopus/ SCI/SCI-E/ESCI, Indian Citation Index) indexed conferences / Workshops / Journals) after obtaining formal permission from the respective Supervisor. The Research supervisor can permit the candidate to submit the paper to the journal, only after checking for Plagiarism.

- The research scholar shall submit a copy of Ph.D. thesis to the College Library on successful completion of the Viva-Voce.

## 7. Obligations of faculty and researchers (including post graduate researchers):

Research output is considered as one of the criteria for faculty recruitment and promotion along with other academic responsibilities.

## 8. Plagiarism Check:

- All research supervisors recognized by Anna University have login ID for online access to URKUND Plagiarism check software by Centre for Research, Anna University, Chennai.
- Research Scholar should submit the copy of URKUND plagiarism check report to the supervisorconcerned for a paper before submitting to the journal/Conference.
- Synopsis/ Thesis should have URKUND plagiarism report for submitting the same to Center for Research, Anna University.
- Maximum of 30% of similarity is allowed for Ph.D Synopsis and Thesis.

## 9. The Act of Plagiarism:

- In the case of scholars who have committed the act of plagiarism in the thesis/journal publication, his/her thesis/degree shall be forfeited and his/her research registration shall be cancelled and also he/she shall be debarred to register for any other programme in the University.
- For the abetment of above such action, the recognition of his/her supervisorship shall be withdrawn for a period of five years and he/she shall be debarred from guiding the scholars for any research programme in the University till such period.

- If any scholar has committed an act of self plagiarism in the publications and ascertained by the Committee constituted by the Vice-Chancellor, such work shall not be allowed in his/her thesis and the scholar shall be fined up to Rs.50000/- while the Supervisor shall also face action. The synopsis /thesis of such scholar shall be accepted only based on a new publication in a referred journal (as applicable).

- If plagiarism is detected in the publications / thesis of any other scholar under the same supervisor, the recognition of his/her supervisorship shall be withdrawn for a period of five years and he/she shall be debarred from guiding the scholars, besides other disciplinary action.

## 10. Seed Money for Faculty Members:

Since inception, the Institution has motivated young faculty members to conduct research and provides financial assistance. A grant of the research seed money is given to the faculty members of Institution who have submitted proposals for doing research.

## 11. Minor Research Projects:

- Faculty projects supported under this category are normally projects of one year duration and can be extended up to two years if required. Each can have financial support in the range of Rs.5,000/- to 15,000/-.

- Faculty may utilize the facilities, infrastructure, and human resources.

## 12. Major Research Projects:

- The Institution shall provide funding to certain important Major Research Project with the prior approval. The following are the rules for sanctioning the Major Research Project from the Institution:

- A major project is sanctioned to a faculty or a team of faculty members of the Institute based on the data provided in the prescribed format.

- The proposals received would be evaluated for quality by a research committee and recommended applicants will receive the seed grant.

- Periodical progress report, normally once in three months must be submitted for review.

- All the equipment purchased and fabricated prototypes shall be the property of the Institute.

## 13. IPR Cell

- To motivate the students to think laterally and out-of-the-box to generate IPR.

- To motivate and support to develop new novel useful innovative product from facilities available and students for the patents, copyrights, design rights and other related intellectual property rights.

- Patent filing charges are borne by the Institution, if the faculty members file their patent on the name of the Institution.

- To carry out the project effectively by providing required technical guidance from faculty members through department coordinator.

- To guide students to develop product with available resources in and around district / state.

- To provide seed funding and resources for students to work on the IPR and to develop with commercial products from the time of learning.

- Filing patents, IPR and commercialization of the products in the long run useful for societal needs.

- To create awareness and opportunities in IPR among the students & faculty and to create research and development atmosphere in every department.

- To create interest and atmosphere among the staff members to take up Research projects and improve their knowledge, skills and qualifications by registering PhDs.

- To motivate the faculty members for R&D activities in the area of their specialization.

- To encourage staff members and students to publish technical papers in national and in reputed international conferences/journals.

- To undertake research and development projects offered by agencies such as ISRO, DRDO, CSIR, DST, AICTE, UGC, etc.

- To assist the students to get funding for conducting research under student project scheme to various funding agencies like TNSCST, IEI (I), DRDO, TCS, Infosys,etc.

- The growth of research activity is facilitated among the academic community, including developing mechanisms and targets to achieve this.

- To develop and coordinate strategies for maximizing the faculty's success in gaining external research funding.

- To maintain and disseminate current information about relevant research policy areas and initiatives in government, in the professions and in relevant industries, including external funding opportunities.

- To develop strategies to foster research collaborations within the faculty, across faculty and institutes and with agencies outside the college.

- To work with various departments to establish and develop faculty research priorities on interdisciplinary areas.

- To facilitate workshops and staff development activities on research-related issues.

- To encourage development of activities and their by attract the best research-oriented higher degree students.
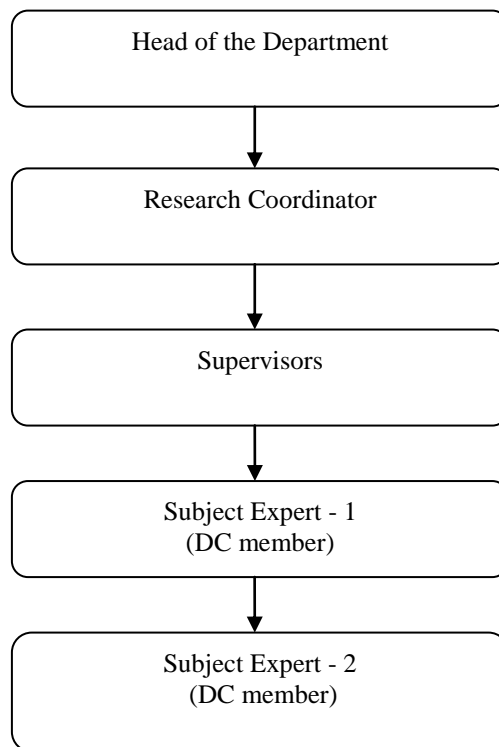
- To maintain effective collaborations with government departments, authorities, business, and commerce and industry organizations relevant to the college research activities.

## 14. Recruitment and Promotion:

KSRCE shall recruit shall faculty members and researchers who have demonstrable/demonstrated capability in research. Faculty promotion may significantly depend on research undertaken. The quality of research output, especially research publications, patents, may be assessed on the established yardsticks.

## 15. Composition of Research Advisory Committee:

**STRUCTURE OF RESEARCH ADVISORY COMMITTEE**

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┌─────────────────────────────────┐
│     Head of the Department      │
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                ▼
┌─────────────────────────────────┐
│      Research Coordinator       │
└─────────────────────────────────┘
                │
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┌─────────────────────────────────┐
│           Supervisors           │
└─────────────────────────────────┘
                │
                ▼
┌─────────────────────────────────┐
│       Subject Expert - 1        │
│         (DC member)             │
└─────────────────────────────────┘
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                ▼
┌─────────────────────────────────┐
│       Subject Expert - 2        │
│         (DC member)             │
└─────────────────────────────────┘
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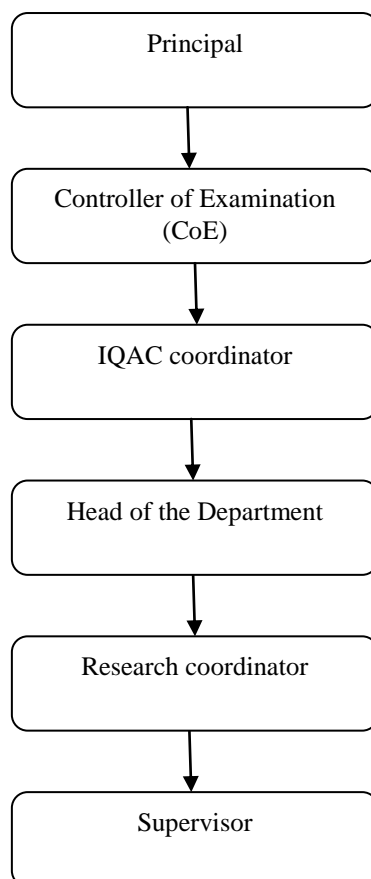## 16. Roles and Responsibilities of the Research Advisory Committee (RAC):

The primary function of the RAC is to contribute towards encouraging, guiding and monitoring the research activities of the faculty members, research scholars and students in the college. The main objective is to enhance research activities among faculty members for doing PhDs, executing sponsored research projects and publications.

The objectives of RAC are:

- To promote research among the staff.

- To disseminate information regarding research programmes like Ph.D., Research Projects from various funding agencies.

- To advice on thrust areas and disciplines for introducing research programmes and related activities for future development in research

- To review the research proposal and finalize the topic of research.

- To guide the research scholar to develop the study design and methodology of research and identify the course(s) that he/she may have to do.

- To periodically review and assist in the progress of the research work.

- To provide guidance on writing research articles / papers for publications in journals and to improve the quality of publications.

- To review the progress of the research work of the faculty members, scholars and students.

- To guide the faculty in the preparation of the Research proposals for securing financial assistance.

- To provide guidelines and direction for the growth and development of research activities.

## 17. Composition of Ethics Committee:

**STRUCTURE OF ETHICS COMMITTEE**

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┌─────────────────────────────┐
│          Principal          │
└─────────────────────────────┘
              │
              ▼
┌─────────────────────────────┐
│  Controller of Examination  │
│            (CoE)            │
└─────────────────────────────┘
              │
              ▼
┌─────────────────────────────┐
│       IQAC coordinator      │
└─────────────────────────────┘
              │
              ▼
┌─────────────────────────────┐
│    Head of the Department   │
└─────────────────────────────┘
              │
              ▼
┌─────────────────────────────┐
│     Research coordinator    │
└─────────────────────────────┘
              │
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┌─────────────────────────────┐
│          Supervisor         │
└─────────────────────────────┘
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## 18. Roles and Responsibilities of the Ethics Committee (EC):

The objectives of EC are:

- Promote the quality research among the staff.
- Review the research projects and ensure no harm to the society while implementing / doing the research.
- No coercive action against the faculty members, research scholars and students while taking-part in research activities.
- Ensure academic and research freedom in the campus.
- All kind of publications must be communicated to the various platforms through the guidance and approval of the respective supervisors.