



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE
(An Autonomous Institution)
Puducherry - 605 107



RESEARCH
Policy



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE
(An Autonomous Institution)
Puducherry - 605 107

NOTIFICATION

Ref: **SMVEC / IQAC / R&D / JAN 2023**

Date: **10-01-2023**

In the pursuance of the resolution passed by the Governing Body Meeting at its meeting held on December 31, 2022 in its resolution no. GB 2022.05.09 and the decision was taken by the Management of SMVEC

It is hereby notified for the information of all concerned that the Sri Manakula Vinayagar Engineering College, Puducherry has published the policy for Research. This will come into force with immediate effect.

Dr. AA. Arivalagar
IQAC coordinator

Dr. K. Velmurugan
Dean Research

Dr.V.S.K. Venkatachalapathy
Director cum Principal

POLICY FOR RESEARCH OF SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE, PUDUCHERRY

PREAMBLE

Sri Manakula Vinayagar Engineering College (SMVEC) is an autonomous Institution committed to attain the pursuit of excellence in research and aims to achieve international recognition through inter- departmental and inter-institutional collaborative research programmes across the spectrum of Science, Engineering and Technology. We create an open platform to foster academic excellence and to pursue scholarly research activities. The researchers will abide by the research policy of the Institute in accordance with the two key principles: Quality and Ethics.

OBJECTIVES

- To create an excellent research ambience and infrastructure
- To facilitate inter and multidisciplinary research
- To publish papers in journals of international repute, file patents and transfer technologies to relevant industries
- To continuously monitor the research outputs for ensuring quality by appropriate committees
- To create and promote quality human resources (UG and PG students, research scholars and faculty members) for scientific research
- To recognize both faculty and students on their research output by a research award
- To promote academic and industrial collaborations involving active and mutually beneficial R&D projects.

SPONSORED / COLLABORATIVE RESEARCH PROJECT

The faculty shall apply for funding support from the Govt / Industries to execute Sponsored/ Collaborative research based on the call for proposals from the agencies.

- A Department Level Proposal Review Committee / Project Review Committee (PRC) shall be constituted that comprises of Principal Investigator, Subject Expert, Dean, HOD for proposal assessment.
- The PRC shall forward the proposals upon review to the Director for approval towards the submission of proposals to the funding agencies.

- The Principal Investigator (PI) shall then submit the application along with supporting documents based on the approval to the Funding Agencies Website.
- The PI shall create a new Head of Accounts and prepare a Stock Register with proper entries of purchase of Recurring and Non-Recurring items upon sanction of the project by the funding agency.
- The PI shall appoint a Project fellow (if applicable) by means of advertising and then selection shall be done by conducting the interview based on the budget approval of the funding agency. The interview panel should be constituted with one external expert member along with PI and HOD.
- The PI shall attend the Progress Review Meeting (Once in six months) conducted by the Progress Review Committee that comprises of Director cum Principal, Dean-R&D/ Dean Academics and expert members. The PI shall submit the Half yearly Progress Review Report to the Dean concerned.
- The PI shall prepare Project Completion Report on completion of the project duration according to the guidelines of the funding agency.
- The PI shall prepare the Utilization Certificate (UC) duly signed by the Auditor.
- The PI shall submit the Project Completion Report, Utilization Certificate and Publications/patent list to the Sponsoring agency through the Dean and the Principal.

RESEARCH PROMOTION SUPPORT SCHEMES

- The institute recognizes the research carried out by its faculty members and research students by granting “Research Awards” for publishing papers, contribution to h-index of the institute through citations, funded projects, and patents.
- With an objective of motivating the research scholars to publish their research works in reputed journals, “Research Scholar Award” has been constituted to provide incentive for their publications.
- Financial support is given to faculty members who publish their research work in SCI/Scopus journals.

RESEARCH INCENTIVES

To promote and encourage high quality research, incentives in different modes may be proposed by the institution annually. Research outcomes in publications indexed in major databases with impact factor, book chapters, books, and monographs from prominent publishing houses only shall be considered. Members eligible for the same shall be intimated by the Research advisory committee.

SMVEC recognizes the research carried out by its faculty members and research scholars by granting "Research Awards" for publishing papers, contribution to h-index of the institute through citations, funded projects and patents.

Category I - Publication: Incentives for Journal Publications by Faculty

Publications with Impact Factor (Clarivate Analytics)	Incentive Amount (Rs)
1.5 and above	5000
0.5 and above and less than 1.5	3000
Less than 0.5 but more than 0.1	2000

Note: Only published articles with volume/issue/page numbers are to be considered for incentives. If the paper is accepted and published online but not yet assigned with volume/issue/page numbers is not considered.

Category 2 - Book / Book Chapter Publication

Category	Incentive Amount (Rs.)
Per Chapter	1000
Per Edited Book	2000
Per Text Book	3000

Note:

1. Textbooks, edited books or book chapters published by reputed publishers with ISBN number are eligible.
2. One who claims for an edited book cannot claim for his/her contribution to a chapter in the same book.
3. Thesis as a book and manuals will not be considered.

Category 3 - Patents

Filed		Awarded	
National	International	National	International
2500	5000	5000	10000

Note: Equal points for the Inventor and the Co-inventor

FUNDED PROJECTS

In order to promote research environment and activity of the Institute and motivating the researchers, incentives are given to the faculty members, who have Projects sponsored by sponsoring agencies. 50% of the Overhead charge defined by the Agency is given as Incentive to the Principal Investigator and Co-Principal Investigator of the project.

- Both Principal Investigator and Co-Principal Investigator are eligible for a cash award.
- For a funded project, cash award can be claimed only once and thereafter certificate of appreciation (CoA) will be given every year until the end of the project.

INSTITUTIONAL FELLOWSHIP FOR Ph.D. CANDIDATES

- This Fellowship is open only to candidates opting the Ph.D. programme of SMVEC as full-time candidates.
- All candidates applying for this fellowship have to appear for an interview conducted by the department concerned. Those who qualify in the interview will be offered a fellowship of Rs.12,000/- p.m. for Engineering candidates and Rs8000/- p.m for Science and Humanities candidates for a period of 3 years. Scholars with valid GATE score will get an additional stipend of Rs.2,000/p.m for a period of 3 years. The institutional fellow has to abide by the Research policies of SMVEC.

RESEARCH FUND

Seed Money For Faculty Members

- A grant of the research seed money of Rs.1.5 Lakhs is given to the full-time faculty members of SMVEC, who have submitted project proposals for funding and waiting for the sanction of grant.
- The call for research proposals would be made by Director, Sponsored Research in the month of July every year.
- All proposals received would be evaluated for their quality by a committee headed by Director, Sponsored Research and recommended applicants will receive the seed grant.
- The Project period is one year from the date of sanction and is expected to be conducted by the faculty member himself or herself. Hence no manpower would be supported in the Grant.
- It is expected that the grantee shall submit the report of the research done to the Director, Sponsored Research.
-

FINANCIAL SUPPORT FOR JOURNAL PUBLICATIONS

- Financial support for the open access fee is open to all the faculty members of SMVEC guiding full-time scholars.
- Only quality open access journals with impact factor will be considered. Journals with no impact factor will not be considered.
- SMVEC shall pay a maximum of 50% of open access fee or up to a maximum of Rs.20,000/- per publication, whichever is less.
- The decision to support open access journal fee will be decided by a committee with Dean Research. The committee will meet once in a month.
- In the publications, the research scholar shall be the first author and the guide shall be the corresponding author.
- Faculty members shall obtain written approval from the Dean Research before submitting his/her paper to open access journals.
- Once the paper is accepted, the faculty shall submit the application with the following documents to the Dean, Research through Head of the Department to the Director with the copy of accepted article, Reviewer's comment, Copy of Invoice with the recommendations of HoD and Dean
- Once the article is published, the copy of the published article and payment receipt should be submitted to the office of Academic Research.
- This support is not applicable in case of external part-time research scholars.

FINANCIAL SUPPORT FOR RESEARCH PAPER PRESENTATION AT NATIONAL / INTERNATIONAL LEVELS

Conferences/ Seminars/ Workshops

- Faculty members are eligible to get financial assistance up to Rs.10,000/- per annum for attending Conferences within India.
- Faculty members are eligible to get financial assistance up to Rs.25,000/- per annum for attending Conferences in abroad. Financial Support Claim can be made once in two years by a faculty member.
- A faculty member can seek reimbursement only if he/she is a presenter/first author/ Invited speaker/orator, provided no other agency had given financial help for the same. A faculty is not eligible for reimbursement, for just chairing a session or attending the conference.

Workshops/Training

- Expenses can be reimbursed if it is conducted by a national Association /National Institute/Industry/University and is supported by recommendations of the Head of the Department/Course Chairperson.

RESEARCH MANAGEMENT

The Director cum principal and Dean Research will take care of the various aspects of research management. While it is expected that the researchers will generate their funds for undertaking the research activities, the institute may also support the research activities for faculty members in the form of "Seed Grant" if the same has not been taken from any other agency.' The amount of Seed Grant will be decided from time to time. 'The office of Director cum Principal and Dean Research may also facilitate designing of custom made faculty development programme in advanced areas to improve upon the skills SMVEC faculty and researchers and help them overcome their weakness in order to maximize their contribution to the institution.

Ideally, there should be no conflict between commitment of faculty and research staff to the institution and other activities in which faculty and research staff members may engage themselves.

It is expected that faculty and Principal investigators (PIs) will conduct their affairs so as to avoid or minimize such conflicts of interest, and should there be any actual, potential or perceived conflicts between one's private beliefs and interests and her/his professional obligations to institution, such matters should be properly and promptly revealed by the Faculty, Staff and PIs to the Director cum principal and Dean research so as to resolve any issues before engaging in research. development and innovation activities. A committee approved by the Director constituted to resolve such issues.

Research Involving Human Subjects

This section elaborates on the policy to give comprehensive information about the organization and focus of the human subject-based research protection programme at the institution. In these matters, the PIs and the institution have to comply with the applicable laws of the land. All members of the institution who may like to be involved in any research, in sciences or social science/humanities involving human subjects must be knowledgeable about these laws and their requirements. The primary responsibility in this respect lies with the PI so that there is an institutional system to protect human subjects.

A Human Ethics Committee consisting of the members from each department should perform prospective and continuing review of each research protocol involving human subjects, including an evaluation of its risks and benefits to the human subjects. They must also check on the informed consent document, particularly as to its description of the risks and benefits as well as consider any unanticipated problems, possible non-compliance, and other information and incidents that might affect this research protocol. From time to time, the concerned Deans should also organize training for all investigators, research staff, and students in the laws and provisions of use of human subjects in research.

Anyone who knows that, or has reason to believe that human research is being conducted in an unethical manner or not in compliance with the laws must report the matter promptly to the Director cum principal and Dean Research, who will take necessary action via Human Ethics Committee. Where appropriate, sanctions will be considered and imposed. Non-compliance, protocol deviations, and violations are dealt with by the Research advisory committee and institution administration strictly. These may, in extreme cases, result in administrative, civil, or criminal penalties against the concerned individuals and the organizations. Including termination of the employment, contract, or other relationships.

DISPUTE RESOLUTION

The College shall facilitate the resolution of dispute between research collaborators (the disputants) ,In case of a conflict or dispute arises, principal of the institution will appoint committee to resolve the issue and will enable the smooth execution of the research.