

**E.G.S. PILLAY ENGINEERING COLLEGE
(AUTONOMOUS)**

NAGAPATTINAM-611002

RESEARCH & DEVELOPMENT POLICY



**E.G.S. PILLAY ENGINEERING COLLEGE (AUTONOMOUS)
AFFILIATED TO ANNA UNIVERSITY, CHENNAI
APPROVED BY AICTE, NEWDELHI
OLD NAGORE ROAD, THETHI VILLAGE
NAGAPATTINAM-611002**

TABLE OF CONTENTS

1	R&D Team	3
2	R & D Activities of the Institute	3
3	R & D Guidelines	4
4	Research Policy	5
4.1	Sponsored Research Projects	5
4.2	Projects in which EGSPEC faculty act as Principal Investigator	5
4.3	Collaborative projects in which EGSPEC faculty act as Co-PI	5
4.4	Institutional Funding-SEED Money Scheme	5
4.5	Research Schemes for STTP / FDP / Symposia / Conference / Workshop / Seminar	9
4.6	Research Publications in National and International Journals/Conferences/Books/Book Chapters	9
4.7	Journal Publications (National and International)	9
4.8	Conference Publications (National and International)	10
4.9	Books and Book Chapters	10
4.10	Patents/IPR	11
4.11	PhD Guidance/Supervision	11
5	Incentives	11
5.1	Journal Publications (National and International)	11
5.2	Conference Publications (National and International)	11
5.3	Books and Book Chapters	11
5.4	Patents/IPR	11
6	Industrial Consultancy	12

1. R&D Team

R&D team comprises of the following members

- Principal
- Vice-Principal
- R&D-Director
- Director-Academics
- Director-Industry Institute Partnership Cell
- Head of the Departments
- R&D-Coordinator(Institute)
- R&D Coordinators(Departments)

2. R&D Activities of the Institute

The following are deemed to be accepted as R&D activities by the R&D Cell of the institute

- Sponsored research projects from External funding agencies (State and Central)
- Internally sponsored research projects
- Industrial Consultancy Projects
- Research collaborations of faculty with National and International organizations
- Organizing Conference/Seminar/Symposia/Short Term Training Programmes/Faculty Development Programs/Workshops for the dissemination of knowledge.
- Publishing papers in National and International Journals and Conferences
- Applying for National and International Patents

3. R&D Guidelines

- ✚ The R&D department will be provided with separate funding by the management of EGSPEC for exclusive R&D activities
- ✚ Faculty with a Ph.D. degree should try for external funding (Various external funding agencies lists will be shared with all the department R&D coordinators)
- ✚ Faculty should identify suitable industries and try for possible funding from them with a mutual understanding of the problem statement.
- ✚ Regular circulars will be sent by the R&D cell regarding the openings of funding opportunities across the country to all the faculty.
- ✚ Faculty will be entitled to avail On Duty leave to attend National and International conferences with prior & proper adjustment of workload.
- ✚ R&D Director in discussion with R&D coordinators of all departments will furnish the list of SCOPUS and SCI-indexed journals along with revised UGC indexed journals.
- ✚ R&D Cell will conduct a meeting with all the R&D coordinators of the department once a semester to discuss the progress and prospects.
- ✚ R&D Cell will organize talks by external experts at regular intervals to strengthen the existing ideologies of all the faculty members of EGSPEC.

- ✚ The facilities (regarding reimbursement of publication charge, a proposal of fund for Registration fee/paper presentation in conference/workshop/seminar) can be availed by faculty members only after the completion of criteria laid out by the management.
- ✚ Faculty should use “E.G.S. Pillay Engineering College” as the affiliation while submitting a paper. Faculty should acknowledge the Research Centre of their concerned department in their publications.

4.0. **Research Policy**

4.1. **Sponsored Research Projects**

Faculty are encouraged to submit a research proposal to external funding agencies as per the two categories given below

4.2. **Projects in which EGSPEC Faculty act as Principal Investigator**

Faculty with Ph.D. and pursuing Ph.D. are encouraged to apply for suitable funding from external funding agencies (government and industry) based on the topic of their choice. In general, the duration of these projects would range from a minimum of 1 year to a maximum of 5 years. The funding does not involve industrial consultancy. Based on the interest and requirement of a funding agency an individual faculty can choose a Co-Principal Investigator within the institute or from other National and International organizations.

4.3. Collaborative Projects as Co-Principal Investigator(CO-PI)

Faculty can also involve in a collaborative project as a Co-PI with researchers from other National and International organizations. Faculty should submit detailed information on the budget allocated to CO-PI if any and the contributions of CO-PI to the project on a timely basis.

4.4. Institutional Funding – SEED Money Scheme (SMS)

I. PROGRAM DESCRIPTION

The Seed Money Scheme (SMS) at E.G.S. Pillay Engineering College aims to encourage faculty research and innovation. The seed funding provided by this scheme will be used to initiate/continue the faculty's research work. The scheme's goal is to increase the likelihood of receiving financial support from external agencies or publishing research articles in reputable journals in the future. The applicant must demonstrate clearly and convincingly that the proposed project represents a new research direction in an area that is likely to generate external funding or publish research articles. Research projects that have already received funding from other sources will not be considered for funding.

Preference will be given to proposals that:

- * Have a high potential for external funding or publish research article.
- * Have significant scientific merit
- * Represent a new direction for the PI
- * Build or strengthen inter-disciplinary research partnerships

II. APPLICANT ELIGIBILITY & FORMALITIES

1. Applicant must be a full-time faculty as Assistant Professor in the Institute.
2. The SMS will be terminated if the PI is absent for more than 30 days on unapproved leave, and the PI will be required to return the money. If the leave is taken due to an unexpected medical condition, the PI may be granted special permission to continue the SMS.
3. In case of resignation without completion of SMS, PI has to refund all the money availed under the scheme.
4. In case of Maternity Leave, PI will be given special permission to extend their project after joining duty. However, prior permission is required in such cases.
5. Following completion, the PI must submit a proper report with achievements, as well as deliver a formal presentation in the respective department before the committee, and the PI must submit a utilisation certificate in the format specified.

III. PROPOSAL SUBMISSION WINDOW

The project proposal should be submitted as per format given by the R&D cell. The duration of SMS will be 1 year only (maximum), and will not be extended beyond 1 year.

IV. PROJECT COMPLETION

1. PI must submit a proposal for external funding to the external agencies or research articles in SCI/SCIE/Scopus/WoS indexed journals within 2 years from the time of sanction of project under SMS.
2. PI will be responsible to submit **three copies of project completion report** along with final Utilization Certificate.

V. PROJECT EVALUATION

The date of proposal evaluation meeting will be notified by the office of the R&D Cell.

VI. BUDGET

The funding support under this scheme will be up to Rs. 1,00,000/- (for 1 years). Additional small grant may be sought with proper justifications at time of the project evaluation meeting.

i) Funding is available for purchasing and other activities as specified below:

1. Minor equipment/software/ related with proposal (which are not available in EGSPEC).
2. Consumables (Like ICs, circuit boards, chemicals, data, testing charges, tools, etc.)
3. Travel support and registration for attending conference inside India only.
4. Contingencies (books, annual membership fees in technical societies excluding subscription charges, etc)
5. Any other important items subject to the prior approval of Director/R&D.

ii) Grant cannot be used

1. For Travel outside India.
2. For purchase of Laptop /Desktop

VIII. GRANT ADMINISTRATION

The Principal Investigator is in charge of administering grant funds. He/she must, in particular, ensure that no unnecessary expenditures occur. Any purchases will be made in accordance with the Institute's current purchasing policy. E.G.S.Pillay Engineering College, Nagapattinam will own the capital equipment purchased with this fund.

If the work requires more time than the initial proposed period, the Principal Investigator may request a three-month extension (once only) by submitting a request to the Director, R&D at least one month before the project's end date.

IX. Approval Committee

The committee for evaluating the initial proposal and the final completion report is already notified by the Director, R&D.

4.5. Research Schemes for STTP /FDP/ Symposia /Conference /Workshop /Seminar

To promote state-of- art research and to disseminate the knowledge of various diverse topics in the field of science and technology, the faculties of the institute are encouraged to submit the proposals to State and Central government schemes on a timely basis depending on the eligibility of the department. In addition to external funding, the institute will also partially/fully support some of the programs to individual departments.

In this regard, faculty are also encouraged to invite experts from IITs, NITs, Organizations from the Institute of Eminence, Central, and State Universities and Industry.

For internal funding, an individual faculty should route the proposal through HOD to Principal and then to R&D Cell.

4.6. Research Publications in National and International Journals/Conferences/Books/BookChapters

4.7. Journal Publications (National andInternational)

As the publication of papers in a Journal is of utmost importance, the faculties are encouraged to publish the papers indexed in the following indexingtools.

- Science Citation Index (SCI),
- Web ofScience (WOS)

- Science Citation Index Expanded (SCIE)
- Scopus
- Social Science Citation Index(SSCI)
- Arts & Humanities Citation Index (AHCI)
- Indian Citation Index
- UGC Care
- Indian Institute of Management-IIM Listed A&B Journals

4.8. Conference Publications (National and International)

Faculty are encouraged to submit and present their research work to reputed National and International Conferences.

Department R&D coordinators in consultation with their respective HODs should decide the credibility of the National and International conferences.

4.9. Books and Book Chapters

Contributing to a book or a book chapter is indeed a great achievement to an Individual Faculty and institute as well. Hence all faculty are encouraged to initiate this process to Contribute to a book or a book chapter in reputed publishers.

- All the faculty should submit one soft copy of the accepted paper/Book/book chapter to their respective R&D Coordinators of the department at regular intervals.
- R&D Coordinators of each department should send the soft copies of all the accepted and published papers once every 4 months to the R&D Cell along with the consolidated data of all the publications in a prescribed format provided by R&D Cell in due course of time.

4.10. Patents/IPR

Faculty members can apply and obtain patents for their contribution in the form of a product, innovation, technology, etc, from National and International agencies.

4.11. Ph.D.Guidance/Supervision

- Faculty members are also encouraged to be the main supervisor for the EGSPEC faculty and can also be external supervisors for external candidates registering at other Universities.
- Faculty should use “E.G.S. Pillay Engineering College” as an affiliation for communicating papers and acknowledging the research center of the concerned department.

5. Incentives

Incentives will be given to those faculty who continuously contribute to the research activities of the institute through external funding, journal/conference/book/book chapter publications, patents.

5.1. Journal Publications (National and International)

Incentives will be given to faculty who publish in the journals indexed as per section 4.4.1. The incentives are classified based on the nature of indexing of the journal as follows

Journal Indexing	Incentive Amount
SCI / SCIE	Rs. 25,000
Scopus	Rs. 7,500
Book Publication with ISBN as the first Author for an international publisher	Rs. 25,000
Book Publication with ISBN as the first Author for National publisher	Rs. 15,000
Book Chapter Publication	Rs. 5,000
Patent awarded	Rs. 50,000

Individual faculty may get a maximum of 3 such incentive amounts in a given academic year for their publications in any of those indexing journals under any authorship levels.

6.0 Industrial Consultancy

Faculty are encouraged to work on industrial consultancy projects and 10% of the total amount is shared between individuals/Team respectively. All the payments for consultancy work should come in the name of the Principal of the institute. Faculty accepting a consultancy project should initially give the estimated budget along with the time required to complete the task.