

Research Promotion Policy

of

Chalapathi Institute of Engineering and
Technology(Autonomous)

LAM - 522034



OBJECTIVE

The Research Promotion Policy of CIET aims at fostering research culture by promoting research in newly emerging and challenging areas of science and engineering including multidisciplinary domains. The purpose of this policy is to establish procedures for the conduct of research and scholarly activity and to promote applied research and innovation. Further, it facilitates the establishment of the research ecosystem and framework within which academic staff, Research Scholars, Postgraduate and Undergraduate students.

SCOPE OF THE POLICY

To achieve the high-quality research ambience in the institution, the following policies have been in practice with continual efforts for revision as well as updating.

1. **Research Advisory Committee:** College has constituted a committee to render advice and guidance leading to continuous growth of research related issues. Institute assigns responsibility for the oversight and coordination of applied research and innovation activities to this committee with the headship of Dean, R&D, and provides the support services to carry out this responsibility.
 2. **Freedom for Research:** All the faculty members are encouraged to conduct research in the focused as well as interdisciplinary areas of research.
 3. **Code of Ethics: The institution has initiated a code of ethics that enables it to check malpractices and plagiarism in research.**
 - i. The use of any idea from an external known source is strictly not allowed in an institution environment unless it is cited properly.
 - ii. Inventions and concepts of innovations in the institute premises, never exposed by other similar senses.
 - iii. The use of copyrighted materials without permission is not allowed.
 - iv. The research idea/work/concept submitted by the author is NOT a legitimate copied scientific article and does not violate common ethics.
 - v. Individual faculty/staff is responsible to follow the policy of Code of Ethics in the institute.
 4. **Plagiarism Software:** The institute has subscribed “Turnitin Feedback Studio (TFS)” software that helps to perform the content similarity check of research articles, project proposals, including B.Tech. & M. Tech. Project theses to ensure the high standards of research.
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5. **Seed Money Support:** The institute has introduced Seed Money Assistance that enables young researchers to pursue their research in specific advanced research areas subject to following eligibility conditions.
 - i. The faculty must be Pursuing Ph.D. or completed
 - ii. Minimum of Two Publications in quality journals
 6. **Autonomy to the principal investigator:** The Principal investigators who are sanctioned projects from various funding agencies like DST, UGC, AICTE, MHRD etc., should be given full autonomy in executing the project as per the guidelines of the funding organizations and provides additional grants, if required.
 7. **Adequate infrastructure:** The departments have established research labs with necessary software and computing facilities to carry out research works and are updated as and when required. Online Central library facilities are enhanced both national and International reputed journals, digital sources, handbooks, reference books and material related to research activity.
 8. **Incentives for Research Accomplishments:**
 - All the faculty members are encouraged to do research in the focused as well as interdisciplinary areas of research.
 - Faculty members are appreciated with appropriate monetary incentives for their publications in reputed indexed journals and the fund received from the government agencies for the project proposals.
 9. **Time-off, reduced teaching load, special leave etc. to teachers:** Faculty members those who are working on sponsored research projects from government and non- government funding agencies are to be given the facility of reduced teaching workload in addition to sanctioning academic leave for attending the workshops/seminars relevant to their research projects and associated works.
 10. **Facilitate timely auditing and submission of utilization certificate to the funding authorities:** After the completion of the project by the principal investigator, the college arranges for auditing; assists in obtaining the utilization certificate for submission to the respective funding authority.
 11. **Expert Talks:** The College invites scientists, eminent professors, and reputed researchers to share their experiences with faculty which enhances the research culture in the campus.
 12. **Royalties for Books:** Institute will not expect any sharing of royalty received for the books/publications by the faculty & staff, however, hoping such authors will donate books to the central library and also institution will give incentives for publications.
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13. Equipment and Material Procedures:

- All the equipment and material purchased for funded research will follow the standard procurement practices of the college and will remain as the property of the college unless otherwise specified in a research funding agreement.
- If the equipment or material purchased or collected through research grants may be sold later, the proceeds from the sale will be received into the accounts of the college unless otherwise specified in the research agreement.
- It is expected that the available equipment which is not being fully used for the purpose for which it was primarily intended will be automatically made available for teaching and research through appropriate agreements which will include sharing of maintenance, repair, and other costs.

14. **Review and Feedback:** R & D Coordinator, will propose modifications and improvements to this policy document based on experiences, and feedback from stakeholders and others. The College Academic Council will review the proposed modifications and incorporate the min to the policy.

RESPONSIBILITIES OF THE R&D CELL

- i. Dissemination of information about project calls from Govt. of India funding agencies from time to time to all the departments and to motivate faculties to carry out high quality research along with preparation of project proposals.
- ii. The review of development of research capacities in the institution and monitoring the achievements of Research & Development
- iii. Monitoring the performance of individuals, groups, and Faculties to encourage excellence and productivity through maintaining a database of research and development activities.
- iv. The protection and commercialization of the Institute's intellectual property along with assistance in filing patents.
- v. Implementation of incentive schemes for promoting research activities among existing faculty.
- vi. The development of infrastructure is conducive for promoting the quality and quantity of research and development.
- vii. Disbursement of Institute Research Funds has to be distributed to the researchers, both individually and in groups.
- viii. Monitor the application of Research Funds received from Govt. of India & In-house to ensure that the funds are properly and formally accounted for.
- ix. To foster the development of multidisciplinary research endeavors across Faculties and departments.
- x. Exploring the possibilities towards consultancy activities related to R&D.

Principal
(Dr M.Chandrasekhar)