

PSNACET

Research & Development Cell

Policy Manual

PSNACET - Research & Development Cell

1. Vision, Mission and Objectives

VISION

Centre of National Importance in applied and innovative research for social and environmental developments

MISSION

- ✓ **Creating ambience conducive to interdisciplinary research and collaborations**
- ✓ **Nurturing faculty and students to pursue ethical and quality publications, patents and consultancy to achieve higher ranking at NIRF and good grades NBA and NAAC accreditations**
- ✓ **Stimulating students' research ability, aptitude and potential towards innovation**
- ✓ **Strengthening consultancy and research with Industries**
- ✓ **Establishing Centers of Excellence in domains of expertise**

OBJECTIVES

Continual Advancement in

- **Academic Research**
- **Sponsored and Collaborative Research**
- **Industrial Projects, Consultancy and Patenting (Rights and Official documents)**
- **Planning and Management of Research Programs**

2. Governance / Administration

2.1 Structure



2.2 Research Advisory Board

The primary role of the Research Advisory Council (RAC) is to advise and support the development, implementation, review and dissemination of all research and evaluation activities within PSNACET. The RAB shall include distinguished members. Members will be appointed by the **Chairman – Governing Council**, who may solicit nominations from the senior faculty at large.

2.2.1 Members

S. No.	Designation	Member
1	Chairman	Principal
2	Convener / Secretary	Dean (R&D)
3	Expert Member (Academics)	Researcher from academic institution
4	Expert Member (R&D Organisation)	Researcher from R&D Organisation
5	Expert Member (Industry)	Research head from Industry
6	Expert Member (Alumni)	Entrepreneur from Alumni
7	Internal Expert Member	Professor-in-Charge: Academic Research
8	Internal Expert Member	Professor-in-Charge: Sponsored / Collaborative Research
9	Internal Expert Member	Professor-in-Charge: Innovation & Patenting

2.2.2. Functions of the RAB are to:

- Develop policy guidelines for the promotion, commissioning and implementation of research and evaluations;
- Review the progress of research activities of PSNACET;
- Provide observations and suggestions on design and review of services
- Advise on changes to, or augmentation of, research and/or evaluations
- Advise on the dissemination of research and evaluation findings and conclusions, particularly in relation to its utilisation.

2.3 Research Council

The primary responsibilities of the **Research Council (RC)** are:

- Planning and Management of programs and administrative dealings of the research and evaluations of PSNACET.
- Creation of research ambience conducive to interdisciplinary research and collaborations
- Tasks are:
 - Nurturing faculty to carry ethical research, innovation and patenting
 - Stimulating students' research ability, aptitude and potential towards innovation
 - Strengthening consultancy and research with Industries
 - Establishing Centers of Excellence by identifying research areas based on the expertise availability

2.3.1 Members

S.No.	Title	Member
1	Chairman	Dean (R&D)
2	Coordinator : Academic Research	Professor-in-Charge (Academic Research)
3	Coordinator : Sponsored & Collaborative Research	Professor-in-Charge (Sponsored & Collaborative Research)
4	Coordinator : Innovation & Patenting	Professor-in-Charge (Innovation & Patenting)
5	Executive Member	Department Research Coordinator – AI-DS
6	Executive Member	Department Research Coordinator – Bio-Med
7	Executive Member	Department Research Coordinator – Civil
8	Executive Member	Department Research Coordinator – CS-BS
9	Executive Member	Department Research Coordinator – CSE
10	Executive Member	Department Research Coordinator – ECE
11	Executive Member	Department Research Coordinator – EEE
12	Executive Member	Department Research Coordinator – IT
13	Executive Member	Department Research Coordinator – Mech
14	Executive Member	Department Research Coordinator – MBA
15	Executive Member	Department Research Coordinator – MCA
16	Executive Member	Department Research Coordinator – Maths
17	Executive Member	Department Research Coordinator – Physics
18	Executive Member	Department Research Coordinator – Chem
19	Executive Member	Department Research Coordinator – English
20	Executive Member	Representative: : Innovation Cell
21	Executive Member	Representative: IPR Cell
22	Executive Member	Representative: Start-up Cell

2.3.2 Functions of Research Council:

- **Establishment of Standard Operating Procedure (SOP) to:**
 - Research Processes and Practices
 - Research Policies
 - Research Awards/ Incentives / Consultancy/ Honorarium
 - Patenting
- **Consolidation and Maintenance of Research Data (Automated Data) of**
 - Faculty Academic Research: PhD/MS /MPhil /ME (Guidance/Ongoing)
 - Publications
 - Projects (Sponsored, Collaborative and Industrial)
 - Consultancy
 - Patents
 - MoUs with Industries / Research labs
 - Research Programs Organised (Workshops /Conferences / Technical Expo, etc.)
 - Sponsorship to Research Programs
- **Promotion of**
 - Academic Research
 - Sponsored and Collaborative Research
 - Industrial Projects and Consultancy and
 - Patenting (Rights and Official documents)

2.3.3 Specific roles in Academic Research

- Motivating faculty to do research leading to PhD / M.S
- Assisting faculty and scholars towards applying for fellowships
- Providing guidance for submitting proposals to funding agencies
- Providing guidance to identify good journals and publishers for quality publications
- Organising workshops / Conferences / Expert Lectures to faculty and students on
 - Recent trends in Research / Emerging Topics
 - Research Process Methodology
 - Plagiarism and Publication ethics
 - Publications Guidance
- Reviewing academic research programs : PhD / MS (by Research) and PG Thesis
- Identifying faculty and students to sponsor for practical training in research labs/industries

2.3.4 Specific roles in Sponsored and Collaborative Research

- Guiding and motivate faculty to do research projects
- Providing guidance to identify Funding Agencies (Govt./ Non Govt./Research Labs/Industries) such as UGC, DST, ISRO, Honeywell, IGCOR, I ICSSR, ICHR, ICPR etc for Sponsored Projects.
- Providing guidance for submitting proposals to funding agencies

- Instituting MoUs with other institutions, industries and corporate houses for collaborative research.
- Organising Workshops / Conferences / Expert Lectures to faculty and students on
 - Recent Thrust Areas of Research
 - Project Proposal Writing
 - Research Schemes
- Reviewing of the progress of research projects
- Selecting scholars for research assistance

2.3.5 Specific roles in Industrial Projects and Consultancy

- Encouraging faculty to utilize their expertise and infrastructure for consultancy services
- Disseminating Research and Consultancy facilities to industries and Research labs
- Organising Exhibitions / Workshops / Conferences / Expert Lectures to faculty and students on
 - Trends Industries
 - Case studies on Industrial Problems
- Establishing standard norms for revenue sharing (between institution and the Consultants- External Consultants, and Faculty consultants, Technical Staff, and Services of the institution).
- Promoting Start-ups and Incubation center

2.3.6 Roles in Patenting

- Building / Enlarging Innovation Center
- Organising workshops to faculty and students on
 - Patenting Procedure
 - Patent Search Training
 - Ethics
- Providing guidance to identify good agencies for quick patenting

2.3.7 Research Budget and Reports

- Planning for the development of infrastructure requirements (facilities) for research work, start-ups, and prototype
- Assisting and monitoring the procurement and installation of research facilities
- Publishing Institute Research Magazine / Journal
- Evaluating the impact of the research linkages, periodically, through
 - Curriculum development
 - Faculty development
 - Student placement

2.4 Intellectual Property Cell

PSNCET has established Intellectual Property Rights (IPR) cell with the following members.

S.No	Portfolio	Designation
1.	Chairman	Principal
2.	Advisor	Dean –R & D
3.	Convener	HoD-EEE
4.	Coordinator	Asst.Prof. EEE Dept.
5.	Member	Dept. level coordinator (EEE)
6.	Member	Dept. level coordinator (ECE)
7.	Member	Dept. level coordinator (Civil)
8.	Member	Dept. level coordinator (Mech)
9.	Member	Dept. level coordinator (CSE)
10.	Member	Dept. level coordinator (IT)
11.	Member	Dept. level coordinator (BioMed)
12.	Member	Dept. level coordinator (AI-DS)
13.	Member	Dept. level coordinator (CS-BS)
14.	Member	Dept. level coordinator (MBA)
15.	Member	Dept. level coordinator (MCA)
16.	Member	Ex- officio member (Sci and Maths)

2.5 Institution Innovation and Startup

2.5.1. MHRD - Institution's Innovation Cell (MIC)

PSNACET is a part of 'MHRD's Innovation Cell (MIC)', promoted by Ministry of Human Resource Development (MHRD), Govt. of India to systematically foster the culture of Innovation amongst all Higher Education Institutions (HEIs).

Major focus of IIC

- To create a vibrant local innovation ecosystem. Start-up supporting Mechanism in HEIs
- To prepare institute for Atal Ranking of Institutions on Innovation Achievements Framework
- To establish Function Ecosystem for Scouting Ideas and Pre-incubation of Ideas
- To develop better Cognitive Ability for Technology Students

More details: [Click here](#)

2.5.2 Startup Cell

PSNACET has framed a policy document for Innovation and Startups. More details of the regulations and governance of the startup at: [Click here](#)

3.0 Research Policies, Procedures & Guidelines

3.1 PhD Regulations

Admission Procedure & Norms for Doctor of Philosophy (Ph.D.) and Master of Science (M.S.) by Research are available at: [Click here](#)

3.2 IPR Policy

The purpose, scope, policy statements, procedures, schedules and ORIGINATOR'S AGREEMENT of IPR cell of PSNCET are available at: [Click here](#)

4.0 Information Management System

- Institution website provides all the information about
 - Research Facilities,
 - Research Outcomes
 - Publications
 - Patents
 - Projects
 - Consultancy
 - Research Achievements (Awards and Laurels)
- Formats for documenting all research related activities are established and are provided as:

PhD Data forms at: [Click here](#)

Sponsored / Collaborative Research Data Forms at:

IPR Data Forms at: [Click here](#)

General Research Data Forms at: [Click here](#)

5.0 Human Resources

Dean (Research & Development) along with the members of RDC takes care of promotional activities of research

6.0 Research Promotion & Guidance

6.1 PhD Fellowships

- Management of PSNCET offers Fellowship to Full Time PhD scholars and the details are available at: [Click here](#)
- **VISVESVARAYA FELLOWSHIP SCHEME FOR PhD is granted to PSNCET during its Phase II** and the details are available at: [Click here](#)

6.2 Incentives for Research and Consultancy

PSNACET recognises and rewards with cash incentives to the faculty and students for their research contributions and achievements such as:

- PhD completion and guidance
- Publications & Patents
- Sponsorship to attend conferences, research workshops and PDF
- Grants received for research and development projects
- Seed money for research and patent filing
- Research awards and so on.

Details are available at: [Click here](#)

7 Integrity and Ethics

RESEARCH POLICY	
Quality	<ul style="list-style-type: none"> Recognisable by accrediting and ranking agencies for Honesty, Objectivity and Carefulness in all research programs.
Ethics	<ul style="list-style-type: none"> No compromise on interests and protection of people, groups or society with respect to Moral, Integrity, Respecting intellectual property and Confidentiality in research.
Misconduct	<ul style="list-style-type: none"> Intolerable and Punishable for all kinds of plagiarism and violation of research related laws, regulations, or policies.
Endorsement	<ul style="list-style-type: none"> Incentives for Research Contributions such as PhD, Publications, Research Grants, etc. Assistance and guidance to Research Proposals preparation with Project Review Committee and appraisal of Research Proposals as mandatory before submission. Seed money, contingency grant and financial assistance (partial/full) towards pre-proposal study of projects, patents (i.e. consumables, attending conferences, meeting experts / visiting Industries, etc) along with duty leave to motivate faculty in doing research. Funding for Patenting and due share to the inventors and collaborators of patents. Facilitating compensation in academic load for research contributions without prejudice to norms of AICTE and Anna University (i.e. balancing academic and research). MoUs with R&D organizations and Industries for Skill Development, Research and Consultancy.

8 Capacity Building

PSNACET is putting continual effort to build

- Knowledge (capability) base by sponsoring the faculty, scholars and students to all research programs (workshops, conferences, PDF, IPR activities etc.) and
- Infrastructure by identifying project calls of various sponsoring and collaborating agencies and encouraging faculty to apply for the same.

9 Research Monitoring

- Research contributions are part of Faculty Performance Appraisal System.
- Plagiarism check is mandatory for project proposals and publications.
- Review of project proposals before submission.
