GOKULA KRISHNA

COLLEGE OF ENGINEERING, SULLURPET

Research and development (R&D) Policy

GOKULA KRISHNA COLLEGE OF ENGINEERING- Sullurpet
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Research and development (R&D) Policy:

Improving high-quality scientific research is a necessary requirement for creating successful applications. The objective of Research & Development (R&D) initiatives undertaken by Gokula Krishna College of Engineering, Sullurpet (GKCE) is to build research careers, internationalization of human potential, support to strengthen the knowledge foundation and promote the creation of new applications, as well as societal impact of education, research and innovation. All education, research and innovation of this Institute aims to be of a high standard. The goal of creating technological and social innovation has emerged alongside R&D -based activities.

To achieve the high-quality research ambience the following policies have been undertaken. A research development cell has been established that will prepare and implement the documents for development of research and development activities within the Institute.

Establishment of Research and development (R&D) cell Governed by College Research Committee (CRC):

1.1. The Research and Development (R&D) Cell was established as per decisions taken by the Board of Governors.

1.2. The R&D Cell is administrated by the College Research Committee (CRC) which comprises of the following members *

1. Principal-President (ex officio member)
2. Academic Dean (ex officio member)
3. Vice Principal (Academic)-Member
4. Convener (R&D)-Member
5. Heads of the Departments (HODs) - Members
6. Research coordinators of Departments - Members

Head/Members should have Research publications in referred journal to their credit

2. Responsibilities:

2.1. The R&D Cell is responsible for establishment and promotion of excellence in the Institute's research and development and research training activities.

2.2. The development and enhancement of the Institute's research capacities. Motivate all faculties to pursue research in their respec1ive areas of expertise.

2.3. The protection and commercialization of the institute's intellectual property. Increasing consultancy activities related to R&D for industry and Society.

2.4. The provision of research and development opportunities for academic staff to maintain enthusiasm, awareness of current scholarship and relevance in teaching and other institutional activities.

2.5. The development of infrastructure conducive to promote the quality and quality of research and development.

2.6. The establishment of research and development priorities; and monitoring the quality and quantity of school research and development

2.7. Disbursement of institute Research Funds to established researches, both individually and in groups; including research infrastructure funds; higher degree by research candidates; seeding grants to beginning researchers; research initiatives across the departments; and provision of consolidated information to the Academic Council and other appropriate institutional bodies.

2.8. Monitor the application of Research Funds to ensure that the funds are properly and formally accounted for. Promote emerging areas of research and development. Development of mechanisms conducive to the best possible ways of engaging and motivating research staff.

2.9. To monitor and enhance the quality of research programmes, projects and the research infrastructure within institute, including the training of research scholars. To be responsible for progression of research scholars.

2.10. To foster the development of multi-disciplinary research endeavors across Faculties and departments. Monitor the research and development performance of individuals, groups, Centers, Schools and Faculties to encourage excellence and productivity through maintaining a database of research and development activities.

2.11. Oversee the application of the Code of Research Ethics for the responsible practice of research. To formulate incentive schemes for promoting research activities with teachers and students/scholars.

2.12. To promote building strategic, durable partnerships and develop funding solutions with industries and research Institutions for steering, funding and cooperation.

3. Terms of Office

3.1 Members of the CRC other than *ex officio* members shall serve for terms up to the current academic year.

4. Quorum

The quorum for meetings of the CRC shall be the nearest whole number above 50% of the membership of the CRC for the time being.

5. Meeting Schedule

The CRC will meet every 1ˢᵗ and 3ʳᵈ Saturday of the calendar semester. The Chairman/President/Dean is responsible for determining if more meetings are required. '

6. Reporting

The CRC will report to the Principal by way of its minutes.

7. Policy for Internal Research and Innovation Funding {Seed Money} : Development Principles

(a) Funding will be long-term and allocated under transparent criteria.

(b) Long-term skills development requires a stable funding base: the diverse and strong technological and science base of this Autonomous Institute will be safeguarded.

(c) Funding to promote the application, introduction and commercialization.

(d) New and current resources to be directed towards the most important targets: strengths and selected priority fields; infrastructures; the research career system; internationalization.

(e) Research and innovation by individual departments will be activated through funding, with the aim of improving the ability to innovate through interdisciplinary research work.

(f) The funding basis for the Institute to be diversified; quantitative objectives and incentives to be set for international funding through steering committees.

(g) A larger share of the research funds will be used for strengthening the knowledge base and for research and innovation as well as cross-border cooperation.

(h) Expanding the funding base of research institutes will be necessary in the future

8. APPROVAL OF RESEARCH PROPOSALS

8.1 The design and methodology of research undertaken by a member of staff and student, who make use of research and subjects like people, human remains, other living beings and the environment, must be submitted to CRC for evaluation and approval, especially if legislation, professional councils or institutions affected by the research require it

8.2 When faculty and student hand over in research essays, mini-dissertations, dissertations and theses, they must declare that their research has complie4 with the Code of Research Ethics of the Institute.

9. CODE OF RESEARCH ETHICS:

The researchers have to follow the Code of Ethics as mentioned in "Code of Ethics for Research" policy.

9.1 RELATIONSHIPS WITH THE COMMUNITY:

(i) Data or information shall be gathered and recorded in such a way that it can be made available at any time (after completion of the project) to other interested parties without undermining confidentiality.

(ii) Researches will judiciously consider potentially destructive consequences of their research activities, outcomes or outputs on the human or natural environments and will avoid

such research projects, or assiduously reduce the risk of such consequences through their research activities.

(iii) Researchers will exercise their rights to academic freedom and freedom of scientific research, researchers are accountable to the committee for the way in which they exercise those rights.

9.2 RELATIONSHIPS WITH SPONSORS

(i) The methods, contents and results of research that has been funded (fully or partially) by external funds, shall be fully disclosed. Full particulars of the person or institution from outside the institute who funded the research shall be provided in the published results of the research.

(ii) Researchers shall be honest with sponsors of their research about their qualifications and their research expertise and skills. Researchers shall ensure that sponsors require nothing of their research that is contrary with internationally acknowledged standards for ethical research.

(iii) Researchers shall only utilize a sponsor's funds for purposes explicitly approved by the sponsor.

9.3 RELATIONSIDPS WITH RESEARCH PARTICIPANTS AND RESEARCH OBJECTS:

(i) Researchers shall, at all times, respect research participants' right to freedom, dignity, privacy and bodily and psychological integrity.

(ii) Researchers shall treat non-human living beings with care, respect and awareness of their vulnerability and defenseless-ness

(iii) Researchers shall undertake research in a manner that does the environment no hann and that creates no additional environmental stress.

(iv) Researchers shall undertake to carry out biohazard waste disposal as per established norms and practices.

(v) Researchers may use people as participants of research only if they have given their proven informed consent for their participation in the research, or, in the case of persons younger than eighteen years, if their guardians have given such informed consent and also observe confidentiality.

Policy for organizing in **house seminar/conference/workshop related to R&D:**

CRITERIA FOR FACILITATJNG PROFESSIONAL DEVELOPMENT PROGRAMS FOR THE FACULTY

1) **Eligible Employees**

GKCE employees (excluding employees on leave without pay) with a regular full-time appointment are eligible employees.

2) **Criteria for Professional Development**

1. Courses, seminars, workshops and conferences intended to assist employees in maintaining and improving knowledge and skills relevant to the employees' responsibilities or to their career development at the Institute are considered for financial support.
2. Employees approved for Professional development Leave are entitled to up to 14 paid working days.
3. The fol1owing will not be considered for funding
   - Professional fees or dues
   - Training to meet minimum job requirements in the employee's current job (e.g., basic level training for newly installed or upgraded computer hardware or software will not normally be approved whereas advanced computer training may be considered for funding).
   - Courses of programs an employee is expected to take at the sole request of a supervisor.
4. General interest courses. An exception might be a course that could be an asset to the employee and the college.

3) **Criteria for Funding**

Approved funding for individual professional development t activities will not be carried forward into the next financial year.

Allowable expenses must be submitted within two {2) weeks of the staff development activity. Funds allocated to professional development activities will be in the following priority order.

1. Registration fees
2. Materials and supplies
3. Travel for activities off campus
4. Accommodations and meals

4) **Application Procedures**
1. The College pre-approves requests for financial support for development activities only. The college does not normally approve funding requests retroactively. '

2. Requests for leave to participate in a professional activity must be obtained by the applicant from the Principal through their respective Head of the Department.
3. Completed applications are to be submitted to the Principal's office atleast one week prior to the event.
4. Completed applications are considered on a first come first serve basis. Applications will be date stamped upon receipt and reviewed for completeness.

5) **Cancellation**

Employees can request to withdraw their application and/or approved funding by writing to the Dean (R&D) after obtaining approval from Head of the Department. Employees cannot use previously approved funding for a different purpose. Employees who do not attend the professional development event for which they have received approved funding must repay the money, which ·will also make ineligible for future internal grants.