

3.1.1 The institution Research facilities are frequently updated and there is well defined policy for promotion of research which is uploaded on the institutional website

3.1.1 Proof for Additional information for promotion of research

S.no	Title of document	Link
1.	Research Policy Circular (Page no: 2)	Link to document
2.	Incentive Circular for consultancy, External funding and Publications (Page no: 3 to 7)	Link to document
3.	Faculty Target for promoting research (Page no: 8)	Link to document
4.	Other Research Promotion Circular (Page no: 9 to 10)	Link to document

Dr. Mahalingam College of Engineering and Technology
Pollachi 642003

Ref: MCET/1084B/R&D Cell/2017-18

Date: 25.09.2017

RESEARCH POLICY

1. Research and Development center is functioning to coordinate Research and development activities of the institution, guided by the R&D Advisory Committee, headed by the Principal.
2. The R & D cell is responsible to formulate various process, procedures, and methodologies for research activities.
3. R & D cell along with R & D coordinators from various departments, coordinates routine research activities of the institution.
4. R & D cell functions with the following specific objectives
 - Undertaking research and development programmes with Government/ Private agencies / Industries
 - Catering to the specific needs of industry for product / process development
 - Development of Technology Business Incubator (TBI), primarily promote partnership with small scale industries and engineering entrepreneurs.
 - Extension of basic and applied research of MCET, through prototype and pilot plant development.
 - Dissemination / transfer of know-how in the forms usable by the manufacturing units.
 - Special need-based training / orientation programmes for serving industrial personnel / entrepreneurs / faculty of technical institutions.
 - Providing linkages with different sponsoring agencies for development of R & D programmes in the emerging areas of engineering and technology.
 - Developing Intellectual Property Rights for commercial projects.
 - Creating of database of experts in various spheres of Engineering and Technology.
5. The objectives of R & D cell are pursued at
 - Various center of excellence providing contemporary research facilities.
 - Recognized Research Centers & Research Labs at the department with the state of the art equipment and software
 - Workshops with latest equipment and facilities.
6. Institution provides ample opportunities for various categories of research by the faculty by providing,
 - Facilities for academic/scholarly research for obtaining doctoral degree
 - Sponsorship for collaborative research with international institutions
 - Research funding for applied research
 - Financial incentives for consultancy activities by faculty members
 - Permission to avail funding from various government and other collaborating agencies for basic/ applied research and application research
 - Incentives for publications in selected national/international journals
 - Finance for participating in national and international conferences/seminars
 - Incentives for fetching external grants from government and non-governmental Institutions.


PRINCIPAL
25/9

To: All HoDs/Section Incharges

Copy to: The Research Supervisors, Sr. Asst. Manager (Admin) & HR

Copy Submitted to: The Director (SA)

The Secretary for kind information

Office Order No. 246

SUB: Incentive Norms for Various R&I Related Activities – Reg.

Ref: 1 Office Orders 207(A) & 207(B) Dt. 26.09.2017.

2. Secretary Office Approval Dt.12.09.2022

It is informed that, the following incentive norms for various research and innovation activities carried out by the faculty members such as journal paper publications, patents, external research funding, consultancy and training services rendered and online course participation are as follows.

A) INCENTIVE NORMS FOR PAPER PUBLICATION

Publication of papers in Scopus Indexed journals	: Rs.3000
Publication of papers in SCIE Indexed journals	: Rs.5000
Publication of papers in top 25 percentile journals (Q1)	: Rs.7500

<ul style="list-style-type: none">• Only first three author positions are eligible for incentives
<ul style="list-style-type: none">• Faculty members who are currently working in MCET and who published article with MCET affiliation are only eligible for incentive
<ul style="list-style-type: none">• Incentive amount mentioned per article will be equally distributed among maximum of three MCET authors

B) INCENTIVE NORMS FOR PATENT GRANT

Granted patent with inventors limited to 5 members and all are from our institution	Rs.7000
Granted patent with inventors limited to 5 members (including members from other institutions)	Rs.5000

C) NORMS FOR SHARING OF CONSULTANCY REVENUE

Net revenue received for consultancy	Institution resources are utilized	60:40 ratio 60% to institution 40% as incentive
	Institution resources are not utilized	40:60 ratio 40% to institution 60% as incentive
Norms for distribution of Incentive		
Faculty team members handling the consultancy		: 75%
Department supporting staff involved in the consultancy work		: 15%
MCET Office		: 5%
Central Office		: 5%

Dr.Mahalingam College of Engineering and Technology,
Pollachi-642003

Date: 26.09.2017

OFFICE ORDER No: 207(A)

Sub: Incentive for consultancy – sharing of revenue – reg.

Ref: Secretary's approval dated 25.9.2017.

The following are the norms in respect of sharing of revenue from consultancy work carried out with the approval of Head of Institution, as incentive. The net revenue received for consultancy will be apportioned on 60:40 ratio (60% to institution and 40% for incentive purpose) if institution resources are utilised. Otherwise, it will be apportioned as 40:60 ratio. The incentive will be distributed as follows; with immediate effect.

S.No	Description	% of share of incentive portion
1	Faculty Team members handling the consultancy	75%
2	Department supporting staff involved in the consultancy work	15%
3	Central office staff	5%
4	MCET office staff	5%


PRINCIPAL

To: HoDs/HoSs

Copy to: MCET Office, Central Office, HR Office, IQAC, R&D Cell
Copy submitted to: The Director (SA), The Secretary

Dr.Mahalingam College of Engineering and Technology
Pollachi-642003

Note Submitted to Secretary

Date: 25.9.2017

Sub:- Policy for Revenue sharing for consultancy and related activities – Note Submitted for approval- reg.

We propose to submit that, the following norms for sharing the consultancy and related activities of various departments and Centre of Excellences (internal) as incentive. The net revenue received for consultancy will be apportioned on 60:40 ratio (60% to institution and 40% for incentive purpose) if institution resources are utilised. Otherwise, it will be apportioned as 40:60 ratio. The incentive will be distributed as follows:

S.No	Description	% of share of incentive portion
1	Faculty Team members handling the consultancy	75%
2	Department supporting staff involved in the consultancy work	15%
3	Central office staff	5%
4	MCET office staff	5%

We request the approval of the Secretary for the above norms for sharing the consultancy and related activities of various departments and Centre of Excellences (internal) as incentive.


Secretary 25/9/17


Principal 25/9/17

Dr.Mahalingam College of Engineering and Technology
Pollachi-642003

Date: 26.09.2017

OFFICE ORDER No: 207(B)

Sub: External funding -sharing of incentive – reg.

Ref: Secretary's approval dated 25.9.2017.

The following are the norms in respect of sharing of incentive to the faculty for the external funding received by the institution against the proposals submitted by the faculty. The incentive will be distributed as follows.

SI No	Nature of external fund	Proposed incentive & Norms	
		Range	Incentive Amount
01	Research Fundings (Proposals related to research only) (MODROBs, TNSCST Project etc., will not come under this category)	Above 30Lakh	2.0 Lakh
		>25-30 Lakh	1.5 Lakh
		>20-25 Lakh	1 Lakh
		>15-20 Lakh	90000
		>10-15 Lakh	70000
		>5-10 Lakh	60000
		>3-5 Lakh	50000
	2-3 Lakh	25000	
	The above incentive will be shared as follows		
	Description	% of share of Incentive portion	
	Principal Investigator & Faculty Team members (PI : 40% Co-PI : 30%, Other faculty team : 10%)	80%	
	Department supporting staff involved in the Project	10%	
	Central office staff	5%	
	MCET office staff	5%	
	50% of the incentive will be distributed upon receiving first installment and the remaining 50% after successful submission of Utilisation Certificate.		

The above scheme will be applicable for proposals submitted /approved with effect from 26.9.2017.


PRINCIPAL

To: HoDs/HoSs

Copy to: MCET Office, Central Office, HR Office, IQAC, R&D Cell
Copy submitted to: The Director (SA), The Secretary

Dr. Mahalingam College of Engineering and Technology
Pollachi-642003

Note Submitted to Secretary

Date: 25.9.2017


Sub:- Policy for sharing of incentive from External funded projects- Note Submitted for approval - reg.


We propose to submit that, the following norms in respect of sharing of incentive to the faculties for the external funding received by the institution against the proposals submitted by the faculties.

The following norms may be fixed for the incentive schemes:-

SI No	Nature of external fund	Proposed incentive & Norms		
		Range	Incentive Amount	
01	Research Fundings (Proposals related to research only) (MODROBs, TNSCST Project etc., will not come under this category)	Above 30Lakh	2.0 Lakh	
		>25-30 Lakh	1.5 Lakh	
		>20-25 Lakh	1 Lakh	
		>15-20 Lakh	90000	
		>10-15 Lakh	70000	
		>5-10 Lakh	60000	
		>3-5 Lakh	50000	
		2-3 Lakh	25000	
	The above incentive will be shared as follows			
	Description		% of share of Incentive portion	
Principal Investigator & Faculty Team members (PI : 40% Co-PI : 30%, Other faculty team : 10%)		80%		
Department supporting staff involved in the Project		10%		
Central office staff		5%		
MCET office staff		5%		
50% of the incentive will be distributed upon receiving first installment and the remaining 50% after successful submission of Utilisation Certificate.				

We request the approval of the Secretary for the above norms in respect of sharing of incentive to the faculties for the external funding received by the institution against the proposals submitted by the faculties.


Principal 25/9


Secretary 25/9/17

Dr. Mahalingam College of Engineering and Technology
Pollachi-642003

Ref: MCET/A1/R&D/2021-22

Date: 26.10.2021

OFFICE ORDER 240

Sub: Department wise target for Paper publications, Patents,
Research Funding, Consultancy, Online courses and
FDPs – Revised – Reg.

Ref: Office Order No. 227, Dt. 29.10.2018.

With reference to the above, The Targets for R&D activities are revised herewith so as to enrich and strengthen the research activities with respect to Paper Publications, Patents, Research Funding, Consultancy, Online courses and FDPs

S. No	Parameter	Target Per Department per Academic Year	
		Department with Single intake (60)	Department with Double intake (120)
1	Publications (SCI/SCOPUS/WoS/UGC-CARE)	12	25
2	Patents	3	6
3	Research Funding	2 Grants (Total-10 Lakhs)	2 Grants (Total-20 Lakhs)
4	Other Funding (Conferences/ FDP/ STTP/ Workshops/ Seminars etc.,)	1	2
5	Consultancy	2 Activities (1 Lakh)	2 Activities (3 Lakhs)
6	Online Courses – Faculty Courses only under platforms such as Coursera, NPTEL, SWAYAM	Minimum 2 courses / faculty (Minimum 4 weeks per course) (12-16 weeks course can be considered as 2 online courses)	
7	Faculty Development Programmes	One FDP/ Faculty member (Minimum one week FDP)	

The above norms shall be followed from the academic year 2021-22 onwards. The Head of the departments concerned are requested to present the status report to the undersigned twice in a month.


PRINCIPAL
✱ 8

To: All HoDs/HoSs

Copy to : MCET Office, HR Office, Central Office, IQAC & R&D Cell

Copy Submitted to : The Secretary for kind information

**Dr.Mahalingam College of Engineering and Technology,
Pollachi 642003**

Ref. No.: MCET/PO/2017-2018

Date:01.08.2017

OFFICE ORDER NO.202

Sub.: Role Description for R & D Coordinators – Reg.

It is proposed to conduct a monthly review meeting with the nominated R & D Coordinators at Principal Office. R & D Coordinators are informed hereby to update their HoDs, about their work & other correspondence periodically.

Role responsibilities of Department R & D Coordinators

Purpose

Purpose of R&D Coordinators is primarily to help in enhancing the ambience for the research oriented members to get peer recognition by presenting, publishing and formulating research proposals for funding from various agencies.

Job Description

1. Single point of contact for various R&D related activities of the department
2. Formulation and monitoring of research groups.
3. Interface for project formulations and research related activities of the department with higher authorities and also R&D cell

Key Result Area

1. Effective Academic, Research and Industry relations for
 - a. Technical / Research collaboration
 - b. Research /Project formulation for enhancing research potential of the department
2. Establish links with external agencies
 - a. Formulation and review of proposals for various funding agencies.
 - b. Follow up with various agencies for grants
 - c. Review ,monitoring towards completion of research/projects
3. Relevant data maintenance

Key Performance Area:

1. To identify various Technology and Research areas of the department and formulate research groups.
 - a. Schedule and Promote group discussions and presentations (once a week) in concerned areas (including student projects, &project proposals) within the groups.
 - b. Intergroup meetings can be conducted once a month within the department.
 - c. Maintain minutes of meetings and forward the same to R&D cell.
2. To Analyze and identify research/projects proposals.
 - a. Minutes of periodic meetings can be analyzed for identification of suitable work for publications and formulation of projects.

**Dr.Mahalingam College of Engineering and Technology
Pollachi-642 003**

Ref: MCET/IQAC/~~1012~~R&DC/21-22

Date: 15.02.2022

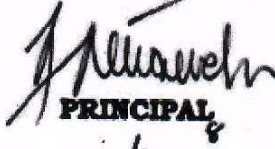
CIRCULAR

**Sub: Research and Development Cell - Faculty members
identified and nominated as domain wise in charge for R&D
Activities - Reg.**

The following faculty members are identified and nominated as domain wise in charge of various Research and Development Activities as noted against their names from the academic year 2021-22 until further orders.

S.No	Domain	Faculty responsible
1	Research Grant	Dr.P.Govindasamy HoD/Mechatronics Coordinator-R&D
2	PhD Admission	Dr.V.K.Sudha Professor/ECE Co-Coordinator-R&D
3	Publications	
4	Patent	Dr.P.Sathiyamurthi Assistant Professor(SS)-IT
5	Consultancy	Dr.M.Selvakumar Associate Professor/Auto
6	Students Projects and Publications	
7	Faculty Development Activities	Dr.K.Mohaideen Abdul Kadhar Assistant Professor (SG) /ECE

The above faculty members are informed to submit the periodical report to R&D coordinator. They are also informed to conduct the periodical review meeting to ensure the progress of the R&D activities.


PRINCIPAL
4

To: The Faculty Members Concerned
Copy to : All HoDs/HoS, MCET Office, HR Office, IQAC
Copy Submitted to : The Secretary for kind information