

**S.A. ENGINEERING COLLEGE, CHENNAI-600077**  
**(An Autonomous Institution, Affiliated to Anna University)**

**Research Promotion Policy**

## **1. CONSULTANCY POLICY**

Our institution recognizes the value of consultancy as a means to enhance knowledge, and we are dedicated to providing technical expertise to both industry and society through the capabilities of our faculty. As a socially responsible institution, we aim to proactively contribute to society through consultancy, ensuring a harmonious balance between this external engagement and the traditional responsibilities of being educators. All consultancy activities are conducted in accordance with the established norms of our College.

Our Industry Institute Partnership Cell (IIPC) plays a crucial role in facilitating consultancy work for professors by bridging the gap between academia and industry. It identifies potential consultancy opportunities for professors based on industry needs, challenges, and projects. Professors are informed about the potential consultancy opportunities and how their skills and knowledge can contribute to solving real-world problems.

The consultancy policy comprises the following key provisions:

**Tangible Benefit to the College:** Consultancy activities should demonstrate clear advantages to the college, whether in terms of financial gains, enhanced reputation, or the expansion of staff expertise.

**Compatibility with Research Extension:** Consultancy efforts must not conflict with ongoing research extension initiatives.

**Reputation Management:** Staff involved in consultancy must ensure that their external engagements do not create contradictions or conflicts that could harm the college's reputation.

**Minimal Interference with Teaching Duties:** Staff members engaged in consultancy are permitted to participate as long as it does not interfere with their primary responsibilities as educators.

**Approval Process:** Consultancy initiatives require prior approval from the designated Principal/Correspondent.

**Earnings and Time Limits:** While there is no set limit on earnings, there is a cap on the time dedicated to consultancy activities.

**Revenue Sharing:** The revenue generated from consultancy projects will be shared on as per the seed money policy between the college and the involved faculty. This pertains to the amount remaining after settling all project-related bills and expenses.

**Utilization and Mobilization of College Resources:** Access to college resources and mobilization of resources including technical and administrative staff, equipment, research facilities, libraries and telecommunication facilities, is allowed with approval from the Head of the Department/ Principal/Management Representatives.

**Use of College Name and Reputation:** Faculty members are entitled to use the college name and reputation in their consultancy work, provided it does not bring the institution into disrepute.

## **2. PUBLICATION AND PLAGIARISM CONTROL POLICY**

As per the guidelines given by our affiliating University we are insisting the faculty members and research scholars to adhere the following points

In the case of scholars who have committed the act of plagiarism in the thesis/journal publication, his/her thesis/degree shall be forfeited and his/her research registration shall be cancelled and also he/she shall be debarred to register for any other programme in the University.

For the abatement of above such action, the recognition of his/her supervisorship shall be withdrawn for a period of five years and he/she shall be debarred from guiding the scholars for any research programme in the University till such period.

If any scholar has committed an act of self-plagiarism in the publications and ascertained by the Committee constituted by the Vice-Chancellor, such work shall not be allowed in his/her thesis and the scholar shall be fined up to Rs.50000/- while the Supervisor shall also face action.

The synopsis /thesis of such scholar shall be accepted only based on a new publication in a refereed journal (as applicable). If plagiarism is detected in the publications / thesis of any other scholar under the same supervisor, the recognition of his/her supervisorship shall be withdrawn for a period of five years and he/she shall be debarred from guiding the scholars, besides other disciplinary action

## **3. RESEARCH PROMOTION POLICY AND PUBLICATIONS GUIDELINES**

To undertake research and development projects offered by agencies such as ISRO, DRDO, CSIR, DST, AICTE, UGC, DBT, INFOSYS, SERB etc.

To assist the students to apply funding for conducting research under student project schemes to various funding agencies like TNSCST, IEI (I), DRDO, TCS, Infosys etc.

The growth of research activity is facilitated among the academic community, including developing mechanisms and targets to achieve this.

To develop and coordinate strategies for maximizing the faculty success in gaining external research funding. To maintain and disseminate current information about relevant research policy areas and initiatives in government, in the professions and in relevant industries, including external funding opportunities.

To motivate the research among the faculty members, research scholars, UG/PG students guidelines regarding the publication of articles in journals/conferences and incentives are provided

SI No	Criteria	Cadre	Requirements
1	Faculty Publication	Professor	Professors should publish a minimum of one article in SCI/WoS indexed journal and a minimum of one article in Scopus indexed journal
		Associate Professor	Associate Professors should publish a minimum of one article in an SCI/WoS indexed journal or a minimum of two articles in Scopus indexed journals.
		Assistant Professor	<p><b>Assistant Professor with PhD</b> Assistant Professors with PhD should publish a minimum of one article in a Scopus indexed journal and one article in Scopus indexed Conferences / Book chapter</p> <p><b>Assistant Professor without PhD</b> Assistant Professors without PhD should publish a minimum of one article in a Scopus indexed journal (or) a minimum of two articles in Scopus indexed Conferences/Book Chapters.</p>

2	Student Publication	UG & PG Students	All PG students should publish articles in Scopus indexed journals during their project phase and UG students should publish their project works in international Scopus indexed conferences every year during their third year of study along with their faculty guide.
3	Patents	Professor	Professors should publish a minimum of one patent with SAEC as the Applicant
		Associate Professor	Two Associate Professors can combine together and should publish a minimum of one patent with SAEC as the Applicant
		Assistant Professor	Three Assistant Professors can combine together and should publish a minimum of one patent with SAEC as the Applicant All patent should have SAEC faculty names alone  For product grant alone our faculty can collaborate with other college faculty members
4	Project Proposals for funding	Professor	Professors should get one sanctioned research grant from funding agencies of minimum 10 lakh worth (or) should submit a minimum of 3 research proposals and have to publish one research article in a Scopus indexed journal.
		Associate Professor	Associate Professors should get at least one sanctioned grant from funding agencies for Organizing a minimum of 1 event with the fund received from funding agencies (or) should submit a minimum of 3 research proposals and have to publish one research article in a Scopus indexed journal/Conference.
		Assistant Professor	Coordinating with Professors and Associate Professors in organizing the events

5	Academic Theory Workload	Faculty members interested in publishing research articles are given exemption in handling theory subjects (instead of 1 theory they can publish at least 1 Scopus indexed article) with the constraint of upto maximum of 4 authors in the article and they should be either first or corresponding author.
6	Consultancy	Each department should initiate a minimum of 2 consultancy per year worth Rupees one lakh.
7	MoUs	Each department should initiate the signing of MoUs every year (4 MoUs for the departments with the student intake 120/180 and 2 MoUs or the departments with the student intake 60 )
8	International Conference	Each department should organize one scopus indexed international conference every year (IEEE/Springer, Elsevier,etc.,)
9	Skill Development	Associate Professors and Assistant Professors should clear 1 NPTEL Course per year (or) they have to clear 1 Coursera online certification course and publish 1 Scopus indexed Conference/Book Chapter article Assistant Professors should attend a minimum of 1 – Five days FDP every year. All the faculty members should mandatorily complete the Universal Human Values (UHV) course offered by AICTE.
10	Research Supervisors	Research Supervisors under Anna University recognised Research Centres can guide the internal and external research scholars in <b>60:40</b> proportion.
11	Research scholar	Research Scholars should give priority to SAEC Research Centres in registering their PhD work.To Enable the research scholar to complete their Ph.D. within the stipulated period weekly once the faculty members are relieved from their regular duties to carry out their research work.

## INCENTIVES AND AWARDS

### a. Incentives for Research Project

After the successful completion of the funded research project by the project principal investigator (PI) and submission of utilization certificate, The PI will be appreciated with monetary benefits. Seed Money will be disbursed as per the disbursement norms and schedule of the Funding agency .**10% of the total grant amount sanctioned** will be given as seed money to the Principal Investigator after completely receiving all the sanctioned amount and submitting the final utilization certificate to the funding agencies concerned

### b. Incentives for Research Paper/Article published in any SCI/SCOPUS/Book Chapter Indexed journal

#### SCI indexed publications

Faculty author position	Impact Factor (>=4.1 ) (Rs 15,000)	Impact Factor (2.1 to 4) (Rs 10,000)	Impact Factor (1 to 2)(Rs 5,000)
<b>First Position</b>	15000	10000	5000
<b>Second Position</b>	12000	8000	4000
<b>Third Position</b>	9000	6000	3000
<b>Fourth Position</b>	6000	4000	2000
<b>Fifth Position</b>	3000	2000	1000

#### Scopus indexed publications

<b>Faculty author position</b>	<b>Amount (Rs)</b>
<b>First Position</b>	2500
<b>Second Position</b>	2000
<b>Third Position</b>	1500
<b>Fourth Position</b>	1000
<b>Fifth Position</b>	500

**c. Incentives for Patent Grant**

Product Patent Grant will be given appreciation of Rs 5000 where only 1 applicant can claim the appreciation

**Note:** All patents should have only SAEC faculty names (For product patent grant alone exemption is given to include other college faculty provided applicant should be S.A. Engineering College)

**d. Annual Best Researcher Award**

Best Researcher award is given to the researchers publishing more articles in SCI indexed journals and receiving grants from funding agencies

**e. Support for Participation in Seminar/Conference/Workshop/FDP**

Faculty members are eligible to get On Duty and financial assistance up to Rs.5000/- per annum for attending Seminar/Conference/Workshop/FDP/MOOC Courses and other training programs within India

**f. Research Scholars course work Examination**

Faculty members having more than 3 years of experience in SAEC are given full exemption in Coursework exam registration fee for all of their course work subjects, 50% registration fee otherwise.

**4. SEED MONEY GRANT POLICY**

Since inception, the Institution has motivated young faculty members to conduct research and provide financial assistance. The faculty may utilize the facilities, infrastructure, and human resources.

A grant of the research (seed money) is given to the faculty members of Institution who have received the project, completed and submitted the utilization certificate are provided financial assistance of 10% of the total fund received by them

## **5. IPR AND COPYRIGHTS POLICY**

### **Patent Publication Norms (Cadre Wise)**

**Professor:** Professors should publish a minimum of one patent with SAEC as Applicant and proceed further to apply for the grant of the patent.

**Associate Professor:** Two Associate Professors can combine together and should publish a minimum of one patent with SAEC as Applicant

**Assistant Professor:** Three Assistant Professors can combine together and should publish a minimum of one patent with SAEC as Applicant

All patent should have SAEC faculty names alone except product patent grant

Left out Associate Professor (ASPs) & Assistant Professor (APs) with no proper team can combine with other department ASPs&APs to publish patents

## **6. CODE OF ETHICS- RESEARCH**

Objectives of the research Ethical Committee

1. To review Ethical Safeguards of the proposed Research.
2. To ensure the Rights, Safety and well-being of the trial Subjects / Respondents / Participants.
3. To regulate the matter pertaining to Ethical Research Practices.
4. To support activities for Plagiarism prevention.
5. To promote Quality Research in search of Knowledge and Truth



The major functions of ethics and plagiarism committee are given below but not limited to:

1. Approval of research projects that involve human participants or personal information. Provide suggestions and advice on any research-related ethical concerns.
2. Ensure that the institution complies with all statutory and regulatory requirements regarding its adherence to ethical, legal, and professional commitments and standards.
3. To provide guidance to the Principal on concerns pertaining to integrity in research and ethical issues.
4. Regular R&D committee meeting initiatives will make sure that researchers are aware of the value of integrity and ethics and that they adhere to ethical standards for research and publication methods at the institutional, national, and international levels.
5. All researchers should have access to the necessary tools in order to do a standard plagiarism check, which should be made mandatory.
6. Faculty members shall utilize research software tools such as Turnitin for similarity checking of research articles/student project reports.
7. Furthermore, the R&D Committee will educate the research community about questionable research and publishing procedures, as well as predatory journals.
8. Research articles and grant proposals shall have a 10% similarity or publisher/Grant agency similarity limit (whichever is minimum).
9. In UG and PG project reports, the minimum allowable similarity is 15% and 20% respectively.
10. In case of any faculty member/scholars/students who have committed the act of plagiarism in their thesis/project report/journal publication/grant proposal/any other research writing, appropriate action will be taken against them as per the guidelines of the University/UGC/Publisher/Funding Agency/any other competing authority.