

J D College of Engineering & Management

NAAC 'A' Grade Autonomous Institute

Research and Development Policy

01. Introduction

The policy for Research and Development of J D College of Engineering and Management & J D Polytechnic managed by Jaidev Education Society aims to nurture sustainable academic and research culture in emerging areas and to develop research – capability of Diploma, UG, PG, Ph.D. degree candidates and faculty of the Institute by participating in conferences, seminars, to encourage them to take up the research projects etc.

02. Activities to be undertaken by R&D Cell:

- a. Allocation, Utilization and Review of R & D funds sanctioned by the Management.
- b. Participation in Conferences, Seminars, Workshops, Symposiums, Conventions, Conclaves etc.
- c. Tracking of data of research publications, area of research, citations, H-index in referred journals.
- d. Activities of Centre of Excellence and Ph.D. Centre.
- e. Ph.D. Registrations, Progress seminars and Pre-submission seminars.
- f. Submission of research proposals to the external funding agencies.
- g. Organising programs for Orientation, Research Methodology, IPR, Mini-modelling, Healthcare, Hackathon, Paper presentation, Guest lecturers etc.
- h. Dissemination of information about funding agencies to the entire faculty every year.
- i. Grant of seed money for Research Project, Patent Filing, Copyright, Prototype Projects of Diploma, UG, PG, Incubation, Innovation, Competitions etc.
- j. Applications for intellectual Property Rights such as Patents, Copyright etc.

03. R&D Resources to be made available :

- a. Seed money for research work
- b. Attending Conferences, FDP, Workshops
- c. Approved Research Centres, Virtual labs and Learned Supervisors.
- d. Online and offline journals like IEEE, ASCE, ASME, ELSEVIER etc.
- e. Laboratories equipped with research facilities.
- f. Books , Multimedia, E-Journals, Conference Proceedings
- g. Externally funded research projects
- h. Centre of Excellence.



04. General Guidelines

- a. HoDs shall maintain up-to-date data regarding completed research projects, ongoing research projects, funding agencies and other resources such as AICTE, DST, UGC, CSIR, DRDO etc.
- b. The Institute shall enter into MoUs with research institutions such as ICAR, CBRI, CSRI, NEERI, IITs, NITs, VJTI, UICT, CoEP and so on.
- c. The proposals shall be routed through HOD, Dean R&D and Head of the institute.
- d. Each HoD must apply to UGC / DST / AICTE/ISTE etc. for permission to organize indexed conference every year in which faculty / students can publish their research work
- e. Faculty should apply for travel grants to the respective authority for obtaining subsidy under different clauses of eligibility before applying to the management.
- f. Normally, advance should be discouraged. However, in some emergent cases, it may be granted not more than 50 % of the probable expenses.
- g. Advance if granted, should be settled within seven days from the date of return .
- h. A copy of Conference proceedings or any book presented by organizer should be submitted to the departmental library
- i. Faculty should not infringe IPR of any individual or of any organisation.
- j. Faculty shall avoid simultaneous submission of manuscripts of abstracts at multiple platforms .
- k. Even if financial assistance is not required, the applications for OD should be routed through R&D/ Ph.D. cell.
- l. For permission to participate in conference / seminars, faculty and students should submit application complete in all respect forwarded by the R&D co-ordinator & HoD.
- m. The proposals for incentive to the students, should be finalised at Institute level provided the attendance of student in classes is 75% and above.
- n. If journey is more than 900 kms, duty leave will be granted for half day on both sides in addition to duration of the event, otherwise duty leave shall be only for the day of the event.

05. Application for permission to attend Conference / Seminar before event :

- a. Typed application duly signed by applicant.
- b. Recommendation of R&D/Ph.D. cell, concerned HoD and Principal.
- c. Leaflet / brochure of conference / seminar.
- d. Invitation / acceptance letter
- e. Approximate break-up of probable expenditure.
- f. Research paper in pdf format.
- g. Plagiarism report having less than 20% similarity index.

06. Faculty Promoted to the higher cadre:

Teaching faculty shall be promoted to the higher cadre after due recommendation of the committee duly constitute for the purpose based on improvement in qualification, consistency in attaining higher grades in faculty performance appraisal, consistency in better Results of the subjects taught, Publication of Research Papers in referred journals, securing funds from external funding projects, contribution in growth of the institute and efforts for welfare of the students and so on.


Principal
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Principal
J D College of Engineering & Management
Khandala, Katol Road
Nagpur-441501