Maulana Abul Kalam Azad University of Technology, West Bengal

formerly known as **West Bengal University of Technology**

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Research & Consultancy
Policy Document

1. Introduction

Research & Consultancy is the foundation of knowledge that brings new energy, builds state of the art facilities, promotes research publications and develop collaborations. Research and Consultancy activities create and disseminate new knowledge and promote innovation that motivates better learning and teaching among faculties and students at MAKAUT. The Research & Consultancy Policy of MAKAUT is formulated to create and support research culture among faculties and students. MAKAUT has set up a **Research and Consulting Promotion Committee (RCPC)** recently. The RCPC will enable the faculties and students to pursue research and participate in consultancy works. This document states the Research & Consultancy policy of MAKAUT so that individuals involved in these activities will abide by certain rules and regulations pertinent to research and consultancy.

2. Vision

To motivate, empower and enable faculties and students of MAKAUT in pursuing basic as well as application-oriented socially relevant multi-disciplinary research and innovation and promote collaboration with industry and users.

3. Mission

1. Ignition of innovative ideas on socio-economic problems

2. Facilitate industry-institute interaction, cooperation and collaboration.

3. Creation of opportunities for faculties, students and researchers to work on research and industrial consultancy projects.

4. Multimodal Support framework creation through incubation for innovators.

4. Objectives of the Research and Consultancy Promotion Policy

- To create an excellent ecosystem and ambiance conducive of research, innovation and consultancy at MAKAUT.
- To set-up appropriate research infrastructure, laboratory facilities and support system at MAKAUT to support research, innovation and consultancy.
- To promote socially relevant multi-disciplinary research
- To promote and facilitate publications in Sci-indexed journals, international conferences of repute, filing of patents and copyrights, writing books, monographs and book chapters, incubation and commercialization of promising innovations and transfer of technologies to relevant industries.
- To continuously monitor, review and evaluate the research outputs for ensuring quality by appropriate Project Review and Steering(PRSG) Committees
- To create quality human resources for scientific research
- To recognize faculties and students of MAKAUT on their research achievements by promulgating an appropriate **research award scheme**.
- To aim to stand among the top-notch Research Universities across India and the globe
- To promote and support industry-institute collaboration.
- To promote national and international research collaboration.
- To facilitate and encourage the quality publications of the research work and share the results to the entire research community.
- To develop, prescribe and administer rules and regulations to ensure the compliance of all researchers to the research quality assurance framework and the research code.

5. Composition of Research and Consulting Promotion Committee (RCPC)

1) Hon'ble Vice Chancellor – Chairman
2) Prof. Raja Banerjee – Convener
3) Dr. Debashis De - Member
4) All Professors – Member
5) All Directors of Schools – Member

6. MAKAUT Seed Fund

MAKAUT offers Seed Fund to encourage faculty members, research scholars, and students to take up research activities in emerging technology domains. The award of MAKAUT Seed Fund will be based on the quality of the research proposals and the required budget to execute the research work. It is expected that such seed funded research projects should deliver proof-of-concept solutions / prototypes leading to:

- At least one publication per year in Sci-indexed journals.
- Filing of patents and copyrights.
- Major project proposals to be submitted to prospective funding agencies

Promising prototype solutions may be taken up by the Innovation and Incubation Cell (IIC) of MAKAUT for necessary furtherance.

Seed Fund amount for promotion of research would be as under.

For Faculties	Rs. 300000.00 (Max)
For students	Rs. 50000.00 (Max)

Project proposals may be submitted any time in a year. The proposal will be evaluated by RCPC and approval will be awarded within one month of submission of the proposal if the proposal is found suitable for seed funding. In case RCPC suggests any modification, the researcher needs to submit the revised proposal within fifteen days of receipt of suggestions of RCPC and approval will be awarded within one month of submission of revised proposal. If the proposal / revised proposal does not meet requisite criteria for funding, the researcher will be intimated of the same along with reasons of rejection.

7. MAKAUT Core Research Grant

MAKAUT may take up core research projects preferably in multi-disciplinary areas with socially relevant application orientation where faculties and students from multiple disciplines will formulate project proposals and submit the same for MAKAUT core funding. Such core

projects will focus on infrastructure development and capacity building in niche areas. Also, JRF / SRF support will be provided to the research groups. Consumables and contingencies required for the research also will be supported under the scheme. The maximum budget allowable under the scheme would be Rs. 25 Lakh per year.

Project proposals may be submitted at any time in a year. The proposal will be evaluated by RCPC and approval will be awarded within one month of submission of the proposal if the proposal is found suitable for MAKAUT Core Research Grant. In case RCPC suggests any modification, the researcher needs to submit the revised proposal within fifteen days of receipt of suggestions of RCPC and approval will be awarded within one month of submission of the revised proposal. If the proposal / revised proposal does not meet the requisite criteria for funding, the researcher will be intimated of the same with reasons of rejection.

8. MAKAUT Research Incentives

MAKAUT offers Research Incentives to motivate the faculty members and students to publish quality research publications, availing sponsored research projects, patent filing process, copyright filing and other research-related activities. Guidelines for such incentives would be as under.

For publications in Sci-indexed, Scopus, Web of Science and journals; UGC journals for Management	• Rs. 3000.00 for first and corresponding author • Rs. 2000.00 each for co-autors
For Books and Book Chapters	• Rs. 3000.00 for first and corresponding author • Rs. 2000.00 each for co-autors
For monograph	Rs. 10000.00 for corresponding author
For filing a patent	• Rs. 5000.00 for first and corresponding inventor

For receiving the grant of a patent	• Rs. 2000.00 each for co-inventors • Rs. 10000.00 for first and corresponding inventor • Rs. 3000.00 each for co-inventors
For grant of a copyright	• Rs. 5000.00 for first and corresponding author • Rs. 2000.00 each for co-autors

- It may be noted that for patents, copyrights and monograph publications, MAKAUT will bear all the necessary legal and administrative expenses. All the publications need to be approved by Departmental Research Committees before communication to respective publication agencies.

- Researchers may communicate papers to reputed National and International Conferences with due approval of departmental research committees. In case such publications are selected for oral / poster presentation, RCPC may approve reimbursement of registration fees, TA/DA for attending the conference as per prevailing norms of MAKAUT.

- In case of International Conference venue being countries abroad, the researcher may apply for grant of travel and registration fees support from DST, Government of India or any other funding agency. If he/she receives such approval of grant, RCPC may recommend reimbursement of other subsistence expenses as per extant norms of AKAUT.

9. Collaborative Research & Consultancy Projects

A public/private sponsored projects can utilize experts of MAKAUT to conduct research. The expert faculty may take up such consultancy assignments in three modes as described below. The consultancy fees earned in this process will be distributed between the expert and MAKAUT in following method. All such consultancy projects taken up by faculties need to be recommended by departmental research committees and approved by RCPC. Remuneration sharing will be calculated on project surplus, if any after meeting all the

expenses like capital, consumables, manpower, travel, contingency and miscellaneous expenses.

Mode of Consultancy	Activity	Remuneration sharing
I	Complete Use of MAKAUT's resources	60% to Consulting Faculty 40% to Institute
II	Partial use of MAKAUT's infrastructure	70% to Consulting Faculty 30% to Institute
III	Without use of Institutional infrastructure	90% to Consulting Faculty 10% to Institute

10. Miscellaneous Guidelines:

- All Ph.D Thesis of MAKAUT would be uploaded in the Shodhganga portal of Inflibnet by the Ph.D Cell working in tandem with the University Library and that all Masters level Thesis would be uploaded in the Departmental and University websites.

- All research publications (journals, books, book chapters), blogs, information about funded projects, consultancy projects, patents, etc. would be uploaded in the University website after receiving such information from the different Departments / Schools of the University.

- All relevant information related to research and consultancy activities would be shared with IQAC of the University for their records and necessary action.

- All faculties, researchers and students who are pursuing research and consultancy under this policy should mandatorily register and regularly update themselves in VIDWAN portal of Ministry of Education, Government of India with due linkage to SCOPUS, Web of Science, Google Scholar, ORCID etc.

11. Code of Ethics for Research

Academic Honesty

MAKAUT holds high respect for Honesty in all scientific Communications, honesty in reporting data, results, methods and procedures, and publication status. The institute does not entertain fabrication, falsification, misrepresentation of data. Deceiving colleagues or funding agencies or public is considered misconduct on the part of the researcher.

Integrity

The Institute gives high regard for keeping up promises and agreements, sincerity and consistency of thought and action.

Carefulness

The principles of good research are to avoid careless errors and negligence. One must carefully and critically examine one's work and the work of peers and keep a record of research activities such as data collection, research design, and correspondence with agencies of journals.

Respect for Intellectual Property

Another most important thing is to honor patents, copyrights, and other forms of intellectual property. One must not use published data, methods, or results without permission. Credit needs to be given where credit is due. Research contributions must be given proper acknowledgement/credit and plagiarism must be avoided at any cost.

Confidentiality

It is ethical on the part of any researcher to protect confidential communications such as papers submitted for publication, personal records, trade or military secrets, and patient records.

Legality

A researcher must know and obey government policies, relevant laws and institutional rules and regulations

Protection of Human Subjects

It is advisable to minimize harm and risks to human subjects and take special precautions with vulnerable populations when conducting research. We need to respect human dignity, privacy, and autonomy. It is desirable to maximize the benefits from research and

distribute the benefits and burdens of research fairly.

- **Rules for Preventing Plagiaraism**

All Project/Seminar Reports, Dissertations/ Thesis, Research Papers, Case Studies, and any such documents need to be checked with the Standard Plagiarism Software Tool. In case of Project/Seminar Reports, Dissertations/ Thesis, the concerned student needs to submit aplagiarism report generated by a Software Tool to the department

12. Amendments:

This policy will be reviewed periodically to rectify anomalies, if any, and to incorporate feedback received from the stakeholders, impact analysis and deliberations of the focus group constituted by the Vice Chancellor.