



SAMARTH EDUCATIONAL TRUST

ARVIND GAVALI COLLEGE OF ENGINEERING

• AN AUTONOMOUS INSTITUTE

▪ NAAC & NBA Accredited

▪ ISO 9001:2015

▪ ENGINEERING (B.Tech & M.Tech)

▪ BCA

▪ MCA

▪ B.VOC

Approved by AICTE, New Delhi, Recognised by Govt. Of Maha., DTE Mumbai & Affiliated to Dr. Babasaheb Ambedkar Technological University (DBATU), Lonere.

- Address : At. Panmalewadi, Post.-Varye, Tal. & Dist.-Satara.-415 015 (Maharashtra)
- Mob : 9957100100 , 9069700100
- Email ID : agcenggsatara@gmail.com / principal@agce.edu.in
- Website :- www.agce.edu.in
- Institute Code : Engg. DTE EN-06545
- BCA 06545, MCA 06545, B.Voc 6545

Research and Development Policy

1. About the Institute:

Arvind Gavali College of Engineering (AGCE), established in 2010 under Samarth Educational Trust is a premier institute in Western Maharashtra, imparting quality engineering education to students belonging to both rural and urban areas. AGCE is an Autonomous Institute, approved by AICTE, New Delhi and The Government of Maharashtra, affiliated to Dr. Babasaheb Ambedkar Technological University, Lonere, Raigad. It is the first institute in Satara to be accredited by NAAC with B+ grade, and B++ grade in the second cycle of NAAC accreditation in the year 2023. Departments of Computer Science and Engineering and Mechanical Engineering are accredited by NBA in the year 2023. AGCE has received the ISO 9001:2015 Quality Management System certification and received recognition from UGC, under Section (2f) of the UGC Act, 1956.

We, at AGCE impart quality education, including soft skills and technical skills to all the students coming from rural and urban areas giving them employment opportunities, as per their skills, without any discrimination.

2. Purpose:

Improving high-quality scientific research is a necessary requirement for creating successful applications. The objective of Research & Development (R&D) initiatives initiated under the aegis of this policy, 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 aim to be of a high standard. The goal of creating technological and social innovation has emerged alongside R&D – based activities.

3. Scope:

The Research Policy forms the basics of the research ethics of the Institute and is implemented in all the departments to create high quality research ambience and it serve as the guidelines for the functioning of the Institute Research Committee. The implementation and updating of the Research Policy is carried out by the Institute Research Committee. The Research Policy shall have an Institute Research Committee to function under the Board of Governance, to assist and advice in matters related to research within the Institute.

4. Objectives of the Research Policy:

The following objectives have been formulated:

- To build and sustain a vibrant research culture through various research initiatives and programs within the institute.



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- To develop desired awareness regarding research and development in the faculty members and students
- Motivate all faculties to pursue research in their respective areas of expertise and develop expertise in emerging fields.
- The provision of research and development opportunities for the academic staff.
- To motivate faculty and students to engage in research activities by providing adequate support system.
- To encourage faculty members to publish research papers and undertake various research projects of social and academic importance.
- To encourage, steer and coordinate the faculty and students towards doctoral and post-doctoral research.
- To inspire faculty and students towards major and minor research projects with potential for patenting and commercialization, and undertake projects of societal relevance.
- To establish liaison with industries resulting in collaborative research. technical support and sharing of facilities.
- To identify strategic approaches to enhance generation of research revenue from various funding agencies.
- To ensure integrity, quality, and Code of ethics in research.

5. Strategies:

The following activities are framed to strengthen the research culture in the Institute:

- Involvement of all faculty members and more no of students in research activities.
- Organization of workshops. interactive sessions and hands-on-training programs for teachers.
- Establishing Centre of Excellence for Research.
- Setting up a multidisciplinary research centre.
- Encouraging faculty members and students to attend national/international conferences/symposia.
- Organizing national/international conferences/symposia/workshops.
- Development of linkages and collaborations with academia and industries.
- Apply to funding agencies for funding support for research projects and activities
- Encouragement for research paper publication in authentic and genuine research peer reviewed journals preferably covered in Web of Science and/or Scopus databases.
- Emphasize on the collaborative research.
- Provision of incentives to promote quality research outcomes.

6. Research and Development Cell:

Research and Development Cell is set up to achieve high quality research ambience in the Institute with the objective of developing the strategic plan for scientific and technology research and ensuring the implementation of such strategic plans. The Research and Development Cell provides specialized administrative and managerial support for the operation of academic research, sponsored research, consultancy, and other research related activities of



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the Institute. This Cell is available round the clock for faculty members and students for research activities.

7. Committee for the Promotion of Research:

Institute Research Committee is established to assist the researchers at Institute level. Responsibilities of the committee include creating awareness among faculty members, research scholars and students in securing research grants, publication support and coordinate the Institutes' Research and Development activities. The research and development cell is administrated by the Institute Research Committee which comprises of the following members:

- Principal/Director
- Dean (Research and Development)
- Heads of Departments (HoDs)
- Research Coordinators of Departments
- External Members (Scientists/Professors from Prominent Institutions)
- All Doctorate Faculty Members

8. Incentives for Publication:

In order to motivate the faculty members towards research and publishing their research findings in reputed journals with impact factor, incentives are given to faculty members.

Sr. No.	Research Parameter	Criteria	Incentive Amount (Rs.)
1	Research Paper Publication in SCI/WoS Journals	Unpaid Journal	10,000/-
2	Research Paper Publication in Scopus Indexed Journals	Scopus Q1 (Unpaid)	10,000/-
		Scopus Q2 (Unpaid)	7000/-
		Scopus Q3	5000/-
		Scopus Q4	5000/-
3	Research Paper Publication in SCI/WoS Indexed Conference Proceedings	International Conference Proceedings	50% of Registration Charges along with TA, DA and OD Leave
4	Research Paper Publication in Scopus Indexed Conference Proceedings	International Conference Proceedings	50% of Registration Charges along with TA, DA and OD Leave
5	Research Paper Publication in UGC CARE Indexed Journals	-	-
6	Book Chapter in Scopus/SCI/WoS Indexed Books	In a Book Published by Recognized Well Known Publisher of National/International Repute	7000/-



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7	Edited Book/ Authored Book	Book Publication by Recognized Well Known Publisher of National/International Repute as per terms mentioned below	7000/-
7	IPR (Copyrights/Patents)	Indian Patent/Copyright (Filing to Granted)	50% of the filing charges as per the IPR office
8	Sponsored/Funded Research Projects Through Various Agencies	Research Grant up to Rs. 10.00 Lakhs	7000/-
		Research Grant more than Rs. 10.00 Lakhs and up to Rs. 25.00 Lakhs	10,000/-
		Research Grant more than Rs. 25.00 Lakhs	12,000/-
9	For Attending Seminar/FDP/STTP/Research Workshop	Registration Fees and TA/DA (OFFLINE MODE)	100% of Registration Fees, TA, DA, OD Leave
		Registration Fees and TA/DA (ONLINE MODE)	25% of Registration Fees
10	Recognition	Research Award (International Level)	1000/-
		Research Award (National Level)	500/-
11	Membership of professional Bodies	Membership Fees	-

10. Guidelines for Incentives:

The incentive policy is the privilege offered by the institution for promotion of research and development activities at the institute.

1. Research Paper Publication:

- The entire research paper needs to be submitted for claim of incentive.
- The claim will be considered only if the research paper has the institute affiliation.
- Only Scopus indexed and SCI/WoS indexed Journal papers will be considered.
- Only Scopus indexed and SCI/WoS indexed Conference Proceedings will be considered.
- The journal homepage as a proof for indexing will not be considered.
- The proof of indexing obtained from the official website of the said indexing service will only be considered. For SCI/WoS journals, the impact factor should be from MJI Clarivate only and for Scopus Indexed journals, the impact factor should be from Scopus.



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2. Recognition:

- The proof for the award should be submitted along with the incentive claim.

11. Application Procedure:

- Requests for leave to participate in a professional activity must be obtained by the applicant from the Principal through their Head of Department.
- Completed applications are to be submitted to the Principal's office at least one week prior to the event.
- Application for such leave should be made on the leave application form available in the college office with a covering letter and other relevant details.

12. Cancellation:

- Employees can request to withdraw their application and/or approved incentive by obtaining approval from Head of 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 amount.

13. Sponsored/Funded Research Project:

- For funded research projects received, the faculty should submit the sanction letter of grant received. In case the project is for a particular duration, the faculty can claim the incentive only after completion of the project and submit relevant documents of completion (Report/Utilization Certificate etc).
- The faculty member must carry out the research project as per the terms and conditions given by funding agencies.
- All the appointments related to projects (Junior Research Fellow/Senior Research Fellow/Research Assistants/Institutional Fellow) **will be contractual and on the basis of consolidated monthly emoluments prescribed by the Sponsoring Agency or as per the institute norms as mentioned in the R&D policy below.**
- The tenure of appointment of a project staff will be **only for the duration of the project.**
- The selection of project staff shall normally be made as per the guidelines provided by the sponsoring agency and with the approval of Management / Principal through the Research and Development Cell.
- The research/consultancy grant should be effectively utilized for the sanctioned purpose. Research outcomes of the same in terms of Publication/patents are desirable.
- If more than one faculty is involved in the research grant, only one faculty can claim for the incentive (preferably the Principal Investigator). The said incentive should be shared amongst the other faculty member/s as per their involvement in the research work.



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- Within the framework of a sponsored project, Principal Investigators shall be permitted to avail the honorarium, on approval of the funding agency or in the limits mentioned in the funding scheme.
- Depending on the availability of funds under the Travel head and with the approval of proof of indexing obtained from the official website of the said indexing service, the faculty member may claim the travel incentive. The journal homepage as a proof for indexing will not be considered.
- For SCI/WoS journals, the impact factor should be from MJI Clarivate only and for Scopus Indexed journals, the impact factor should be from Scopus.
- Only one faculty member can claim the incentive for a particular publication. For the publication with more than one author from the institute, the main or corresponding author can claim for incentive. It is a duty of the main/corresponding author to share the incentive amount with other authors as per their involvement/contribution in the publication.
- In case of publications with external collaborators. the faculty member of institute (the main/corresponding/co-author/within the first three authors) can claim for incentive as stated in the policy.
- The expenses such as TA, DA, Registration fees, etc. for presenting papers in National/International Conferences in fields relevant to the project shall be given to the Principal Investigator/Co-Principal Investigators from the research fund after submission of the paper acceptance and as per norms in the research scheme or institute norms.

Sr. No.	Research Personnel	Qualifications	Monthly Remuneration in Rs.
1	Research Assistant	Under Graduate Degree in Professional Course	4200/-
2	Research Associate	Post Graduate Degree in Basic Science OR Graduate/Post Graduate Degree in Professional Course	8400/-

14. Books/Book Chapter:

- The book chapters published in Scopus/WoS/SCI indexed books will be considered only.
- The title page/cover page of book published with ISBN number, author details, content pages, chapter contribution page in case of book chapter should be submitted while claiming for incentive.
- In case the book published has more than one author from the institute, only one author can claim for incentive. It is a duty of the author to share the incentive amount with other authors as per their involvement/contribution in the publication.



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- For books published, the title page of the book with the ISBN number, and the page containing the publisher information should be submitted for claiming the incentive.
- In case of the book having multiple editors/authors from the institute, only one editor/author from the institute, only one editor/author can claim for incentive. It is a duty of the editor/author to share the incentive amount with other editors/authors as per their involvement/contribution in the publication.

15. Patents/Copyrights:

- Patents should be filed and published with the institute affiliation only.
- The faculty member of the institute should preferably be the applicant with institute affiliation.
- The international patents should be from the countries outside the preview of Indian patent office.
- The proof of the patent being published/granted should be produced along with the incentive claim.
- It is the duty of the Inventors with the support from R&D Cell to take follow up for the published patent till the grant of the same.

16. Seed Funding for Research Project/Work:

The Institute provides seed money grant to support research work in all frontier areas of Science, Engineering, Technology and Management studies by its faculty members and Researchers. Faculty members are encouraged to apply for seed money funding from Institute. Details of the seed money policy are attached in the annexure I.

17. Faculty Development and Research Interactions:

To get expertise in specific domain and promote the research interest, the institute is providing financial support (Registration Fees and TA/DA) to faculty members attending International Conference/Seminar/Research Workshop in India and abroad. A faculty member can avail these benefits once in an academic year. TA/DA and Honorarium is allowed for the experts coming to the institute for Research Interactions and Collaborative Research works.

18. Ethics in Research:

With a focus on integrity and accountability, the Institute has well defined rules for all research activities. Details of the research ethics policy are attached in the annexure II.

19. IPR Policy:

The goal of this Policy is to ensure that Intellectual Property created by Members is utilized in ways most likely to benefit the institute and the public. The institute seeks to assist its members in properly disclosing the intellectual Property that they create, in complying with applicable laws and formal agreements, and in gaining the protection available under laws governing patents, copyrights and other intellectual property rights. Likewise, the institute seeks to ensure



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that commercial benefits are distributed in a fair and equitable manner that recognizes both the contributions of the Members and the interests of the institute. Details of the IPR policy are attached in the annexure III.

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Annexure I

Seed Money Policy

AGCE RPS

Arvind Gavali College of Engineering Research Promotion Scheme (AGCE RPS) provides grant to support research in all frontier areas of Science, Engineering, and Technology and Management studies by its faculty members. the scheme provides research support to the active faculty researchers. It encourages student centric competitive mode of research for funding. The scheme provides research grant to interested faculty members along with students, researchers to take-up research work. Faculty members belonging to every department can apply for seed money who is interested to take up research and convert innovative ideas into a product. All faculty members are encouraged to apply.

Selection Criteria:

- The scheme provides research support to an individual or two faculty members who act as Principal Investigator and Co-Principal Investigator. The faculty members must be accompanied by more than one student who will participate in the research.
- The funding is provided for equipment and consumables as per the need.
- The faculty member applying as Principal Investigator can apply for only one proposal during the academic year.
- The faculty member applying as the Principal Investigator should not have any on-going research project under the same scheme or any other scheme.
- Any proposal technically rejected should not be resubmitted without any substantial revision.
- Project proposals related to societal needs are encouraged.

Terms and Conditions:

- The funding amount must be from Rs. 25k to Rs. 5 Lakhs.
- Out of the total sanctioned amount, 50% would be released after project sanction and remaining after evaluation of the progress report.
- Minimum one publication in a Journal/Conference Proceedings or patent with college name in the faculty member and/or student affiliation is mandatory.
- If the Principal Investigator whose project got sanctioned is leaving the institute, he/she shall obtain the NOC and submit the same to the Institute. The Co-PI will then handle the project as the PI. In case, both PI and Co-PI are leaving the institute, it is the responsibility of the PI and Co-PI to surrender the grant to the institute.
- The progress report of the research project must be submitted to the R&D Cell of the institute and to the host department.



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- The host department will ensure that the project grant will be utilized only towards the research project to which it has been sanctioned.
- The grant released for the project if unutilized is to be surrendered to the institute.

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Annexure II

Research Ethics Policy

Arvind Gavali College of Engineering is committed to promote and maintain high values of integrity and accountability in the conduct of academic and scientific research. The institute is dedicated to embed and endorse a culture of honesty and transparency in all its research and development related activities. The institute also educates and monitors faculty members and students who are conducting research to follow and maintain high ethical standards.

The ethical guidelines which have been laid down are as follows:

- Researchers should have mutual trust and understanding for free exchange of ideas.
- Researchers should discuss and agree upon the result/publication credit throughout the research process to acknowledge the contributions.
- There should be honest reporting of facts and findings.
- Scholarly opinions should be collaborated with scientific knowledge.
- Research should be conducted with a sense of responsibility and the process/results should stand the legal norms.
- Results should be published in journals/conference proceedings for wider dissemination among the research community.
- Faculty members are encouraged to create an environment of cooperation for furthering the mission and vision of the Institute.
- Faculty members are encouraged to attend seminars/research workshops to enhance their research capabilities.
- Researchers must not involve themselves in any form of academic misconduct such as misinterpretation, plagiarism, violations or intellectual property rights, deviation from institute rules, etc.
- Project report/thesis should be submitted to anti-plagiarism check for the quality and if the similarity is less than 10%, then only thesis will be accepted for submission.
- Investigation of research misconduct shall be carried out by the Institute Research Committee.
- Based on the investigation report and recommendations of the Committee, appropriate actions may be initiated after duly listening to the respondent.

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Annexure III

Intellectual Property (IPR) Policy

1. Introduction

Teaching and Learning to the pursuit of knowledge is prime focus at Arvind Gavali College of Engineering, Satara. AGCE created IPR Cell to protect faculty and students' innovative ideas to lead faculty and students to lives of leadership and service. For this reason, AGCE has adopted this Intellectual Property Policy (the "Policy") to set forth the rights and obligations of AGCE and its Members. Intellectual Property is the creation of inventions, literature and artistic works by the mind of human being. The Intellectual Property Rights (IPR) include: Patent, Copyright, Trademark, Industrial Design, Integrated Circuit Layout, Geographical Indicators, and Trade Secrets.

The IPR Cell of Arvind Gavali College of Engineering, Satara was established to carry out the activities of IPR. The cell creates the importance and awareness about the IPR among all the students studying in UG, PG and Ph.D. The cell assists and supports the creative young minds of the students to materialize and safeguard their ideas, concepts into reality.

IPR cell will work under Principal, Arvind Gavali College of Engineering, Satara along with Dean R&D and project coordinators of Ph.D., PG and UG of respective Department in coordination with Head and CEO, SETS Incubation Centre for the smooth conduction of activities under IPR cell.

AGCE IPR Cell helps the faculty members and students in properly disclosing all Intellectual Property that they create, in complying with applicable laws and formal agreements, and in gaining the protection available under laws governing patents, copyrights, and other intellectual property rights. Likewise, AGCE seeks to ensure that commercial benefits are distributed in a fair and equitable manner that recognizes both the contributions of the faculty members/students and the interests of AGCE.

The terms and its meaning used in IPR Policy document as below

"Institute-Owned Intellectual Property" means all Intellectual Property other than faculty members and students - Owned Intellectual Property.

2. IPR Committee:

The IPR Committee shall be in existing for better administration of this Policy. The Committee shall consist of Principal, Dean (Research & Development), Faculty members, a representative from the Library, IPR legal advisor (external expert).

The committee's responsibilities will include:

- Administration and Management of IPR



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• AN AUTONOMOUS INSTITUTE

▪ NAAC & NBA Accredited

▪ ISO 9001:2015

▪ ENGINEERING (B.Tech & M.Tech)

▪ BCA

▪ MCA

▪ B.VOC

Approved by AICTE, New Delhi, Recognised by Govt. Of Maha., DTE Mumbai & Affiliated to
Dr. Babasaheb Ambedkar Technological University (DBATU), Lonere.

▪ Address : At. Panmalewadi, Post.-Varye,
Tal. & Dist.-Satara.-415 015 (Maharashtra)
▪ Mob : 9957100100 , 9069700100
▪ Email ID : agcenggsatara@gmail.com /
principal@agce.edu.in
▪ Website :-www.agce.edu.in
▪ Institute Code : Engg. DTE EN- 06545
▪ BCA 06545, MCA 06545, B.Voc 6545

- To create awareness among the Faculty members and Students about IPR.
- Evaluating the patentability and commercial or other value of submitted Institute-Owned Intellectual Property.
- Determining a course of action for legally protecting and commercializing submitted Institute-Owned Intellectual Property
- Ensuring that all sales and licensing of Institute-Owned Intellectual Property are implemented to bring the Institute-Owned Intellectual Property to the public while securing financial reward for DIT and its Members.

3. Ownership Rights of AGCE:

AGCE shall be the sole and exclusive owner of all right, title and interest in and to all Institute-Owned Intellectual Property, and no committee member shall have any right, title or interest in or to any Institute-Owned Intellectual Property. As owner, AGCE shall have sole authority to exercise all rights available with respect to any Institute-Owned Intellectual Property, including, without limitation, negotiating and entering into agreements for the sale or license of the Institute-Owned Intellectual Property and obtaining copyright, trademark or patent protection for the Institute-Owned Intellectual Property. No Member shall sign any agreement which attempts to revoke any of AGCE's rights and interests as stated in this Policy or as provided in any Separate Agreement.

4. Ownership Rights of Faculty Members and Students:

All rights, titles, and interest in and to all Faculty-Owned Intellectual Property and Student-Owned Intellectual Property shall be solely and exclusively owned by the faculty member or student who was involved in its ideation, development. However, AGCE shall have a non-exclusive, perpetual and royalty-free license to use all Faculty-Owned Intellectual Property and Student-Owned Intellectual Property for internal instructional, dedicational, and administrative purposes. including, without limitation, for satisfying requests of accreditation.

For purposes of this Policy, Faculty-Owned Intellectual Property and Student-Owned Intellectual Property means any of the following Intellectual Property:

1. Any Intellectual Property created by a faculty member or student of DIT that does not fall within one of the following categories
 - Intellectual Property that is specifically directed, commissioned or sponsored by AGCE.
 - Intellectual Property that is created using substantial resources of AGCE.

If a student assists a faculty member in creating any Intellectual Property, then, as between the student and faculty member, both the faculty member and the student shall have all rights with respect to such Intellectual Property.

Ownership of Copyright and Patent of all related work shall rest with the author(s)/Applicants with the following exceptions:



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- AGCE shall be owner of the Copyright/Patent created by employee of AGCE with significant use of resources.
- AGCE shall be owner of the Copyright/Patent on all material developed/created by employee of AGCE as part of academic program with significant use of resources.
- AGCE shall be the owner of copyright/Patent of work produced by non AGCE personnel connected with any activity of AGCE with the intellectual contribution of AGCE employee.

5. Revenue Sharing:

The net earnings from the commercialization of IP owned by AGCE would be shared. The creator(s) share would be declared annually and payment will be made to the creator(s) whether the creators are connected with AGCE at the time of payment. The revenue share of the inventor is --% and revenue share of AGCE is --% of total earning.

6. Dispute Resolution:

In case of any disputes between AGCE and the inventors regarding the implementation of the IP policy, the aggrieved party may appeal to the Principal/Director of AGCE. Efforts shall be made to address the concerns of the aggrieved party. The Principal's decision in this regard would be final and binding.

Dean (Research & Development)
AGCE, Satara

Principal/Director
AGCE, Satara

Secretary
Samarth Educational Trust
Satara