

3.1.1 The institution's research facilities are frequently updated and there is well defined policy for promotion of research which is uploaded- describe in 500 words

At Vel Tech Multi Tech, Research plays a pivotal role in the advancement of knowledge, innovation, and societal progress. The institution's commitment to fostering a culture of research excellence is the key to its organizational commitment and success. The research facilities are frequently updated to the need of the hour and there is a well-defined policy for the promotion of research, which encapsulates the fundamental pillars of a research-centric institution.

1) Frequently updated Research Facilities :

The institution's research facilities encompass laboratories, libraries, specialized equipment, and technology infrastructure. The research wing of the institution frequently updates its research facilities by underscoring the institution's dedication to providing researchers with cutting-edge resources. Regular updates not only facilitates the ongoing research but also attracts the top-notch talent, including faculty and students, who seek access to state-of-the-art facilities.

2) Well Defined Policy for the Promotion of Research

The Institution has a very structured framework that supports and rewards research activities. Such a policy typically encompasses several key aspects, viz.,

- a) **Research Funding:** It outlines mechanisms for securing research funding, both internally and externally. This includes details on grants, fellowships, and scholarships available to researchers.
- b) **Research Ethics:** It emphasizes the importance of ethical conduct in research, including guidelines on human and animal research, data integrity, and responsible conduct of research.
- c) **Performance Evaluation:** The policy defines criteria for evaluating and recognizing research productivity. This involves metrics such as the number of publications, citation counts, or successful grant applications.
- d) **Collaborative Initiatives:** It encourages collaboration among researchers, both within the institution and with external partners. Such collaborative research within the institution leads to innovative breakthroughs.
- e) **Knowledge Dissemination:** This includes guidelines on how research findings should be disseminated, whether through publications, conferences, or community engagement.

3) Accessibility of Research Policy:

The Institution's commitment to research is transparent and accessible. It's imperative that policies and information are easily accessible to all stakeholders. By uploading the research policy to a central platform, such as the institution's website or an internal portal, the institution ensures that faculty, staff, students, and the broader community can readily access and reference the policy. The key benefits through such accessibility includes the following:

- The Institution promotes transparency, ensuring that all the members of the institution are aware of the rules, expectations, and opportunities related to research.
- The Institution maintains consistency in decision-making processes related to research funding, promotions, and ethical considerations.
- The Institution has an accessible policy that serves as a reference point for resolving disputes or addressing concerns related to research.

In conclusion, the institution believes that the frequent updating of research facilities and maintains a well-defined policy for promoting research is setting a strong foundation for research excellence. The institution's strong commitment in research not only attracts top talent but also fosters a vibrant research community where innovative ideas thrive, pushing the boundaries of knowledge and contributing to the institution's reputation and impact in the academic and broader world.

Promotion of Research and Facilities

Research Forum

The Institute has a Research Advisory committee and Research Board to monitor all kinds of research activities and facilitate high-quality research publications. The Research Board formulates and updates research policies time to time according to UGC Regulations and to ensure that researchers follow the research guidelines and regulations of our Institute.

Research Advisory Committee

Objectives:

The Research Advisory Committee advises the executive on research priorities, challenges and opportunities and executes strategic initiatives to enhance research activity within the Department.

The functions and responsibilities of the Research Advisory Committee:

Committee Members are selected based on their complementary fields of expertise, and the nature and planning of the research project and actively participate on the following

- Identify and inform Faculty about the suitable research opportunities notified by different Government and Non-Government organizations
- Promoting Multi-disciplinary research and set up methodologies for undertaking collaborative research projects
- Encourage and promote both Faculty and Student research publications of their research ideas and implemented work
- Organize periodic Workshops/Seminars with Eminent Scientists, investors and researchers
- Create awareness about Intellectual Property Rights and Patents, encourage Innovation and motivate them to apply for IPR/patents

Frequency of the meeting: Twice in each month

S.no.	Name of the Member	Designation	Position in the Committee
1	Dr. Rajamani. V	Professor	Chairperson
2	Dr. K.A.Harish	Associate Professor	Convener
3	Dr. Celine Kavida. A	Associate Professor	Coordinator
4	Dr. Sasi G	Professor	Member
5	Dr. Saravanan R	Professor	Member
6	Dr. Rajesh Khanna M	Associate professor	Member

7	Dr. Mani P K	Associate professor	Member
8	Dr. Suganthy M	Associate professor	Member
9	Dr. Muthukumar S	Assistant Professor	Member
10	Dr. Parthipan G	Associate professor	Member
11	Dr. Shanthi D	Associate professor	Member
12	Dr. Karpagam S	Associate professor	Member
13	Dr. Ramanaraju M	Associate professor	Member

Research Policy Committee (RPC)

Objectives:

The Research Policy Committee is responsible for research policy and Institute's research initiatives and for advising on strategic matters relating to the research activities of the Institution.

The functions and responsibilities of the Research Policy Committee:

1. Initiating, formulating, recommending, and reviewing policies regarding sponsored research, and intellectual property.
2. Monitor and analyse external developments, policies and consultations that affect research, innovation and knowledge exchange; and ensure that procedures are in place to enable the Institution to respond effectively.
3. Direct and approve the development of policies, management tools, procedures and systems to support research activity.
4. Report regularly to the General Board through the circulation to the Board of the minutes of RPC meetings and such other reports and papers as RPC or the Board may consider appropriate.
5. Promote and follow research and professional practices that enhance the public interest and well-being; use public and private funds responsibly in the pursuit of research endeavors;
6. Provide recommendations to the Institute Governing Council regarding policy

Frequency of the meeting: Twice in every Six Months

S.no.	Name of the Member	Designation	Position in the Committee
1	Dr. Rajamani. V	Professor	Chairperson
2	Dr. K.A.Harish	Associate Professor	Convener
3	Dr. Celine Kavida. A	Associate Professor	Coordinator
4	Dr. Bharathiraja	Professor	Member
5	Dr. Victor Jose	Professor	Member
6	Dr. Subhashini	Associate professor	Member
7	Dr. P.K.Mani	Associate professor	Member
8	Dr. Ebenezer Abishek	Associate professor	Member
9	Dr. Ganapathy Srinivasan	Assistant Professor	Member
10	Dr. Parthipan G	Associate professor	Member
11	Dr. Gladis Raja Malar	Associate professor	Member
12	Dr. Karpagam S	Associate professor	Member

Faculty Incentives

The Institute offers Research Incentives to motivate the Faculty members to publish quality research publications, availing sponsored research projects, patent filing process, and other research-related activities. The incentives will be awarded based on SNIP of (Scopus / WOS) indexed journals published, books, book chapters, the amount sanctioned for sponsored projects, and granted patents

Faculty Seed Money

The Institute offers Seed Money (Rs. 2,50,000/-) to encourage faculty members, to participate / collaborate in research activities and apply for research grants to funding agencies. The award of Seed Money will be based on the quality of the research proposals and the required budget to execute the research work

TURNITIN, (plagiarism detection), an originality check software

The Institute subscribes for a licensed Turnitin, an originality check software, every year to assist the researchers in verifying the similarity index of the journal manuscripts and Research Proposals with value limited to 20%.

Intellectual Property Rights

Purposes

- To create an awareness about IPR for Faculty Members and students of the Institution.
- To impart training on future endeavors regarding patent filing processes
- To conduct workshops, seminars and training course on IPR.
- Communicate the IPR Policy to the various stakeholders and the Inventors of the Institution, students in general.
- Identify prospective inventions, innovations, Service improvement ideas and Copy rights.
- Compensate the Inventors with due reward for encouraging inventions.
- To promote technology advancements for improved quality of life and environment protection.

Accountabilities

- IPR cell shall guide and help the faculty members and students of SICET in patentability assessment and to apply for various IPRs such as Invention(s), Designs, Integrated Circuit Layouts and other creative works.
- The faculty members /students desirous of filing a patent or for any other IPR application would be given the necessary advice and guidance by the IPR cell.
- An internal approval from the Principal wherein the names of the Inventors/Authors shall be mentioned is to be signed by the Principal and forwarded by the HOD for approval of the Chairman of IPR Cell.
- Invention Patent /Trademark and similar documents are to be treated and maintained confidentially by the IPR Cell.
- The IPR cell shall help the inventor in drafting the patent application/ or any other IPR application and filling of relevant forms.
- The draft application along with the relevant forms shall be forwarded to the concerned agency/authority by the IPR cell.
- The IPR Cell shall correspond with the authority/agency and the inventors on IP matters.
- The inventors would be required to cooperate with the IPR cell to expedite furnishing of information for timely actions since delay would mean payment of extra fee to the patent office.
- After filing of the application for IP protection, the inventors shall inform the IPR cell of any further development, if any, in the related R & D work.