



NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

(AUTONOMOUS AND AFFILIATED TO BHARATHIAR UNIVERSITY)

Re-Accredited by NAAC

An ISO 9001 : 2015 Certified Institution

Aided by the Government of Tamilnadu

POLLACHI - 642 001.



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06 SEP 2021

DATE:



Nallamuthu Gounder Mahalingam College, Pollachi

Policy for Promotion of Research

(This document contains Research Policy, Code of Ethics for research, IPR Policy, Institution Innovation council and Consultancy Policy)


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1. RESEARCH POLICY

1.1 Purpose

Nallamuthu Gounder Mahalingam College has implemented a research policy to cultivate a research-oriented environment among its faculty and research Scholars. The primary objective is to augment their professional expertise, knowledge and understanding of their respective fields and to generate a positive influence on local, regional, national, and global progress. This policy establishes a robust institutional framework for research endeavours and ensures compliance with all applicable regulations and ethical standards. The policy underscores the college's commitment to fostering a culture of research and innovation, and its dedication to the advancement of academic excellence.

1.2 Composition of Research Advisory Committee

NGMC Research Advisory committee will have the following composition

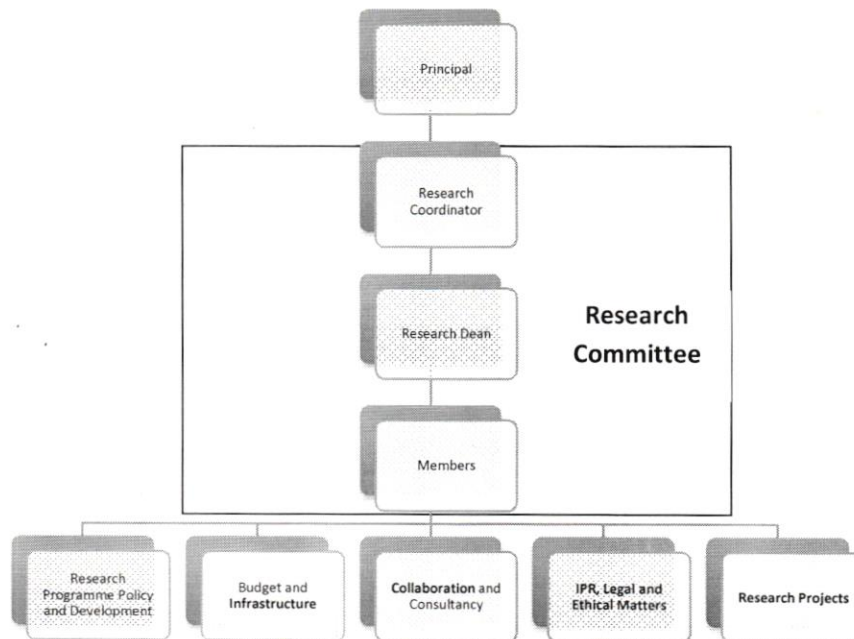


Fig 1: Organogram of Research Advisory Committee



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1.3 Research Objectives

The objectives of the Research Committee are to cultivate a vibrant research culture and provide essential support to faculty, researchers, and students.

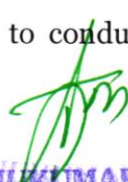
- To achieve this, the Committee aims to establish an effective support system, provide standardized guidelines, and assure the quality of research by drawing proper research code, rules and guidelines, ethical and legal norms in the conduct of research.
- To serve as an intermediary between researchers and funding agencies
- To enhance research practices through interdisciplinary collaboration.
- To establish start-ups and an Intellectual Property Rights (IPR) Cell
- To frame guidelines with reference to financial support available for research and its allocation to beneficiaries
- To facilitate MoUs and linkages for encouraging research and interdisciplinary areas
- To ensure effective communication for conduct of research, establish fair, rational, and transparent decision-making processes and policies for allocation of research funds.
- To motivate the budding research talents of UG and PG students, by providing internship.
- To enhance research interactions with renowned scientists and exchange ideas through participation in seminars and conferences.

2 Research Motivation

2.1 Arutchelvar Dr. N. Mahalingam Research Fellowship

The management is encouraging research scholars to engage in full-time research by providing financial support of Rs.5000 per month for a period of two years through the Arutchelvar Dr. N. Mahalingam Research Fellowship. The aim is to foster research methods, ethics, and culture and to motivate scholars to conduct research under the guidance of their respective supervisors.




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2.2 Seed Money

To foster research among faculty members, a scheme has been introduced to provide financial assistance in the form of Seed Money. This initiative aims to enrich the faculty members towards research activities at the college level. The grant aims to boost the faculty apply for major research grants.

2.3 Research Incentives

Academic staff members are strongly encouraged to publish papers in their areas of expertise in peer-reviewed academic journals. Incentives are provided for publishing research articles in the UGC Care list, Scopus, Web of Science, and SCI-indexed journals to elevate academic visibility and impact among faculty members.

2.4 Proposal submission to funding agencies

Researchers are encouraged to apply for major/minor research projects from various funding agencies like DST, UGC, CSIR, DRDO, ICSSR, and NGOs.

2.5 Collaboration

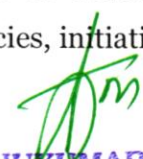
NGMC promotes interdisciplinary research collaboration through an internal research grant to develop innovative strategies in investigating real-life and novel research areas. Collaboration is important as interaction with industries ensures that innovation at NGMC. In addition to the above NGMC encourages staff to collaborate with other local and international institutions and initiate Memorandum of Understanding (MoU). This collaboration not only provides a platform to exchange novel ideas but also to go beyond their disciplines thus enriching their conceptualizations. Such collaboration expands research activities, generates quality publications, enables participation in diverse research projects.

3 Research Policy Implementation

3.1 Roll of Research Advisory Committee

Implementation of the research policy in the campus is the foremost responsibility of the research Committee. The primary function of Research Committee is to design and shape research strategies, guidelines, policies, initiatives,




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and innovations that advance the research objectives of NGM. The Committee is tasked with taking proactive measures to:

- Monitor the advancement of research activities.
- Provide guidance to management regarding the distribution and utilization of internal funds allocated to support research work.
- Supporting the protection and commercialization of intellectual property generated through research, including patents and copyrights.
- Monitoring the progress and impact of research activities, evaluating outcomes, and providing feedback for continuous improvement.
- Offer advice and formulate recommendations to NGM on crucial issues concerning research.
- Assess applications from researchers and evaluate proposals for implementation.

3.2 Guidelines for Arutchelvar Dr. N. Mahalingam Research Fellowship

Fellowship is allotted for every department. Based on the seniority of the research supervisor, the fellowship is sanctioned to their respective deserved full time research scholars. The selected scholar is supported with Rs.5000/. per month as financial assistance for doing research for a period of two years.

- ❖ A Research scholar shall appear before RAC once in six months to present the progress of their work for valuation and further guidance.
- ❖ If progress is deemed unsatisfactory, the committee will document reasons and propose corrective actions.
- ❖ Failure to submit three consecutive reports will result in fellowship cancellation.




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3.3 Guidelines for Seed Money

- ❖ All faculty members, whether working alone or collaborating inter departmentally, are eligible for funding. However, they must have at least two years of experience in research or teaching in a relevant field.
- ❖ The project's duration is limited to maximum of one year, and the grant awarded per project is Rs. 25,000 or actuals.
- ❖ The cost of hiring analytical services to complete a specific task within the project is included in the main grant amount.
- ❖ If approved, the purchase of equipment or consumables should comply with institutional norms.
- ❖ The final report of the research project should include:
 - Technical report along with the conclusion and research outcome
 - Audited statement of accounts
 - Audited utilization certificate
 - Plagiarism report




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3.4 Guidelines for Research incentives

Research provides content to teaching. Quality of teaching depends on the quality of research. In order to inculcate a sound research practice among the researchers, the college provides incentives for the researchers to publish their articles and books in UGC approved journals, Scopus and SCI journals. Arutselvar Dr. N. Mahalingam scholarship of Rs.5000 per month is given to the deserving full time research scholars for a period of 2 years. Faculty members and research scholars are encouraged to submit research proposals to government agencies like UGC, DST, CSIR, ICSSR, etc., and also to non-government agencies. Both faculty members and students will be offered technical and financial support for their innovative ideas / trademarks/ copyrights.

Table 1: Incentives for researchers

S. No.	Nature of Work/Programme		Claim as on 22.12.2020	
	Description	Index	Amount(Rs.)	Nos/Year
1	Research Publication in			
	Journals (International) - Not indexed	JIN	800	No limit
	Journals (National) - Not indexed	JNN	750	No limit
	Journals (UGC CARE /SCOPUS/WOS/SCI) - Based on impact factor	JSC	1500-5000	No limit
	Proceedings	PCD	500	No limit
	Edited Books	EDB	750	No limit
2	Presentation of paper in			




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S. No.	Nature of Work/Programme		Claim as on 22.12.2020	
	Description	Index	Amount(Rs.)	Nos/Year
2	Presentation of paper in			
	International Seminar/Symposia/Conference/Workshop (In Abroad) (Inside India)	COI	12500 1500	No limit
	National Seminar / Symposia / Conference/Workshop	CON	500	No limit
3	Financial support for preparatory work to apply for a project			
	Major Project	MJP	2,500	No limit
	Minor Project	MNP	1,500	No limit
4	Project Presentation			
	TA- 2 Way	PTA	7,000	No limit
	DA-Per Day	PDA	500	No limit
5	Honorarium to the Principal Investigators of the research project			
	Major Project	MJH	2% or 10,000 (Minimum)	
	Minor Project	MNH	2% or 5,000 (Minimum)	
6	Honorarium to Research Guides			
	Ph.D. (Fee is revised as Rs.12,000 -1 st Year, Rs. 8,000 -2 nd Year, Rs.5,000 -3 rd)	PHF	7,500	No Limit



[Signature]
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S. No.	Nature of Work/Programme		Claim as on 22.12.2020	
	Description	Index	Amount(Rs.)	Nos/Year
	Year			
	Research Awards			
7	<p>Best Researcher</p> <p>❖ The parameters include operation of more than two research projects, publication of five papers (3 International+2 National), award of 3 Ph.Ds and participation in 2 international & 3 national programmes in a year</p> <p>❖ The research committee will scrutinize the applications to select 3 best researchers who are satisfying the maximum parameters earmarked</p>	BRA	5,000	3
	Best research guide (Staff who completed 3 Ph.D. in a year)	BRG	5,000	1
	Best research paper (1 in a reputed journal)	BRP	5,000	1
	Best popular article (1/year (Published in popular dailies and magazines))	BPA	3,000	1
	Best participant in	BPC	3,000	5



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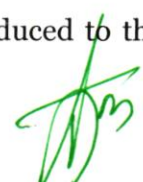
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S. No.	Nature of Work/Programme		Claim as on 22.12.2020	
	Description	Index	Amount(Rs.)	Nos/Year
	seminar/Symposia/Conference (Faculty who received beat paper award)			
8	Special awards for patent/invention/product			
	Individual	PT1	10,000	No Limit
	Group – Upto 5 members	PT2	5,000	No limit
	Group - more than 5 members	PT3	3,000	No limit
	Note: Incentives will be granted to patents awarded to ALL members referring parent institution (NGM College) only. All the members (BELONGING TO NGM) of the group patent will be awarded with incentives			
9	Book Publication (ISBN is mandatory)	BKP	5,000	No limit
10	Hosting seminar /workshop/symposia (With management approval)	HOS	20,000	5
11	Conduct of inter-departmental research	IDR	5,000	No limit
12	D.Lit./D.Sc./Awards like Sahitya Academy, Gnana Peeth, Bhatnagar from Central or State Government	GOV	25,000	1

3.5 Travel grant to attend International conferences

Institution provides 30% of the travel Grant to attend international conferences in abroad for the faculty members. The essential documents to be produced to the RAC:




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- ❖ Acceptance letter from the host institution
- ❖ Invitation
- ❖ Visa
- ❖ Copy of the air ticket

4. CODE OF ETHICS FOR RESEARCH

4.1 Research Ethics Committee

The objective of framing Research Ethics Committee (REC) is to contribute to the effective functioning of the research committee. So that a qualitative and consistent ethical review mechanism for research is put in place for all proposals dealt with this committee. The committee shall follow UGC ethical guidelines.


The Research Ethics committee was established in NGM with the following members.

- | | | |
|----------------------------------|---|----------------------------------|
| 1. Principal | - | Chairperson |
| 2. Research Coordinator | - | Coordinator |
| 3. Dean - Research & Development | - | Co-Coordinator |
| 4. Management Member | - | Member |
| 5. Faculty member | - | Science Cluster |
| 6. Faculty member | - | Computer Science Cluster, Member |
| 7. Faculty Member | - | Commerce Cluster, Member |
| 8. Faculty member | - | Language Cluster, Member |
| 9. Faculty Member | - | Arts Cluster, Member |

4.1 Roles of Ethics Committee

- ❖ The committee's responsibility is to assess all research endeavours in accordance with ethical guidelines established by the UGC.
- ❖ It will scrutinize and authorize any research plans involving human subjects to ensure the protection of their dignity, rights, safety, and welfare.




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- ❖ It will uphold fundamental principles of research ethics—autonomy, generosity, and justice—throughout the research process, including planning, execution and reporting.
- ❖ The committee will conduct pre-reviews, ongoing monitoring and post-study assessments using established procedures such as annual and final reports.
- ❖ It will also verify compliance with all relevant regulations, guidelines, and laws.

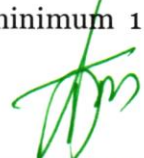
4.3 Rules and Regulations for Plagiarism Check

Giving priority to check malpractices and plagiarism, NGM maintains the standards of research. The software that prevents plagiarism “**Plagiarism Checker X**” is available in the premises. It’s mandatory for any researcher of the college to go for a plagiarism check before the submission of the thesis.

The following are the instructions given by university for researcher who goes for a plagiarism check.

- ❖ Only the scholar should personally present for Plagiarism check.
- ❖ Permissible similarity level is 10%.
- ❖ The similarity checks for plagiarism shall exclude the following:
 - All quoted work reproduced with all necessary permission and/or attribution.
 - All references, bibliography, table of content, preface and acknowledgements.
 - All generic terms, laws, standard symbols and standards equations
- ❖ The Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:
 - Level 0: Similarities upto 10% - Minor similarities, no penalty
 - Level 1: Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period minimum 1 month not exceeding 6 months




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- Level 2: Similarities above 40% to 60%
- Level 3: Similarities above 60%


The regulations as prescribed by UGC on detection / Reporting / Handling of Plagiarism be followed.

5. INTELLECTUAL PROPERTY RIGHTS (IPR)

Intellectual Property Rights protect and stimulate the creation and transfer of new knowledge, products and their applications for public benefit. IP includes patents, copyrights, trademarks, trade secrets, and tangible research property, as well as physical embodiment of intellectual effort such as machines, devices, designs, and biological materials.

- ❖ All investigations conducted at NGM utilizing the resources, the intellectual property rights resulting from such research shall be owned solely by NGM.
- ❖ Exceptions to this ownership occur when the investigations involve joint efforts with other institutions or agencies, or when conducted under the sponsorship of an external agency, where the utilization of NGM resources may not be explicitly evident.
- ❖ In the case of collaborative research endeavours undertaken jointly by NGM with external industries, organizations, agencies, or individuals, the Intellectual Property Rights (IPR) pertaining to inventions resulting from such collaborations shall be jointly owned by NGM and the respective collaborators.
- ❖ The costs associated with filing for IPR, maintaining IPR, and generating revenue from its commercial exploitation shall be shared between NGM and the collaborators based on a predetermined formula agreed upon.
- ❖ If collaborators are unwilling or unable to share the associated costs, NGM reserves the discretion to independently fund the filing and maintenance of IPR.




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In such cases, the distribution of revenue derived from the commercialization of IP shall be determined based on the terms agreed upon in the respective agreements.

5.1 IPR Cell

The college has set up an IPR Cell with the aim to develop guidelines and policies for the implementation of executive actions. The Intellectual Property Rights Cell works towards facilitating the quick processing and filing of patent applications and ensuring effective implementation of the institute's policies and guidelines related to Intellectual Property Rights.


5.2 Composition of IPR Cell

1. Head IPR Cell - Principal
2. IPR Coordinator - Research Coordinator
3. Members - Computer Science Clusters
4. Members - Science Clusters
5. Members - Commerce and Arts Clusters

5.3 Roles of IPR Cell

- ❖ The IPR cell promotes awareness of IP rights and strives to develop an IP culture within the college.
- ❖ They are responsible for framing IP policies and amendments from time to time for consideration of the Institute authorities.
- ❖ The IPR cell offers IP counselling services to interact with inventors of potential intellectual products and assist the Institute in identifying their IPR potentials.




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- ❖ They are responsible for filing, maintaining, monitoring and managing patents and coordinating between attorneys, faculty (inventor(s)), and management.
- ❖ They seek expert advice from renowned financial consultants, including experts from financial/business institutions IIC



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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

(AUTONOMOUS AND AFFILIATED TO BHARATHIAR UNIVERSITY)

Re-Accredited by NAAC

An ISO 9001 : 2015 Certified Institution

Aided by the Government of Tamilnadu

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DATE: 06 SEP 2021

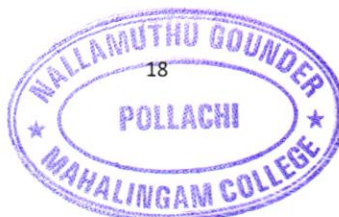
6. INSTITUTION INNOVATION COUNCIL

NGM College established the Institute Innovation Council (IIC) in 2018-19, in accordance with the guidelines and directives provided by the MHRD Innovation Cell. The main purpose of the council is to systematically foster a culture of innovation within the institute. The responsibility of organizing activities by following the activity calendar outlined by the MHRD Innovation Cell is entrusted to IICs.

6.1 Roles of IIC

- ❖ To create a vibrant local innovation ecosystem
- ❖ Start-up/ entrepreneurship supporting Mechanism in NGM
- ❖ Establish Function Ecosystem for Scouting Ideas and Pre-incubation of Ideas
- ❖ Develop better Cognitive Ability, innovations and research among UG and PG students
- ❖ Promote innovation in the Institution through multitudinous modes leading to an innovation promotion eco-system in the campus
- ❖ To inculcate innovations and research among UG/PG students

6.2 Composition of IIC



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The IIC Composition has been constituted as per the MoE guidelines. It Consists of President (Principal), Vice President, Convener, NIRF Coordinator, Coordinators, Innovation Ambassadors, Faculty Members and Student Members.

7. Consultancy Policy

The college promotes consultancy with industry professionals and engages in educational activities such as skill development programs, workshops, and industrial visits. Faculty members with specialized knowledge undertake testing and consultancy projects to address industry and government agency issues, utilizing the college's infrastructure facilities. Revenue generated from this consultancy work is distributed according to appropriate norms.

- ❖ Prior to the commencement of consultancy, both partnering institutions must approve a detailed work plan, man power, instruments including the budget requirements.
- ❖ Consultancy services should not impede the faculty members' primary responsibilities at the college.
- ❖ The college management will ensure that necessary facilities are provided for consultancy services.
- ❖ All consultants must adhere to the revenue sharing criteria established by the college for individual projects.
- ❖ Any challenges encountered during the consultancy process should be promptly communicated to the college council.
- ❖ Upon completion of the consultancy, a comprehensive report must be submitted to both the college and the partnering industries/corporate/institutions.




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