



Dr. D. Y. Patil Pratishthan's College of Engineering  
Salokhenagar, Kolhapur

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Research and Development Cell/DOC-005/

## Project Grant College Student Policy

### Academic Year 2023-2024

*This research policy aims to outline guidelines and support mechanisms for final year students across disciplines. Recognizing the importance of research in higher education and the need for structured guidance, this policy seeks to promote quality research outcomes and enhance the overall research experience for students. The policy offers a framework that ensures equitable access to resources and financial support, encouraging students to pursue their research aspirations.*

*The Project Grant shall be awarded to the most promising project group from each program/ department based on their **outcomes**. It aims to encourage students to come out with high level of project work across disciplines, highlighting the impact and quality of their project. (outcomes: Conference paper, Journal paper, patent)*

Dr. Shivani Kale  
Dean Research

Dr. Suresh Mane  
Principal

Dr. Abhijeet Mane  
Campus Director

CSE(DS)

EE

CSE -

CE -

## PGCS Policy Guidelines

### 1. Objective:

The primary objective of this research policy is to provide financial assistance to final year research students in each discipline, specifically allocating a **grant of minimum 5000 RS (Rupees) maximum 50,000 or more depending on case to case basis** to support their research endeavors. This funding will help cover expenses related to data collection, equipment, software, conference attendance, publication fees, and other research-related costs. ( 3 Project Groups from each Discipline)

### 2. Eligibility Criteria:

- a) The policy applies to final year undergraduate students enrolled in a research-based Project.
- b) Students must have a clearly defined research proposal approved by their respective faculty supervisor or research committee.
- c) The proposal should demonstrate feasibility, relevance, and potential for contribution to the chosen field of study.

### 3. Grant Allocation Process:

- a) Students interested in availing the research grant should submit an application detailing their research proposal, including the estimated budget for the intended research activities.
- b) Applications will be reviewed by a designated committee consisting of faculty members and research experts representing various disciplines.
- c) The committee will evaluate applications based on the merit of the proposal, potential impact, and adherence to ethical research practices.
- d) Successful applicants will be notified of their grant approval, and the allocated funds will be disbursed accordingly.

### 4. Use of Funds:

- a) The granted funds should be utilized exclusively for research-related expenses, as outlined in the approved proposal.
- b) Students are encouraged to allocate the funds prudently, ensuring that expenses directly contribute to the research objectives.
- c) Any deviation from the approved budget requires prior approval from the faculty supervisor or research committee.

d) Fund Utilization calculation need to be submitted

5. Reporting and Accountability:

a) Students who receive the research grant are required to submit periodic progress reports outlining their research activities, milestones achieved, and expenditure incurred.

b) Non-compliance with reporting requirements may result in the revocation of the grant or future funding opportunities.

6. Research Ethics:

a) All research conducted under this policy should adhere to ethical standards and guidelines established by the institution and relevant regulatory bodies.

b) Students must obtain necessary ethical clearances, where applicable, before commencing research involving human participants, animals, or sensitive data.

c) **A maximum of 20% similarity to external sources is allowed in Research Work.**

7. Continual Support:

a) Alongside the financial grant, students will receive mentorship and guidance from their faculty supervisor or assigned research committee throughout the research process.

b) The university will facilitate workshops, seminars, and other academic resources to enhance students' research capabilities.

8. Review and Revision:

This research policy will undergo periodic review to ensure its effectiveness and relevance to the evolving research landscape. Feedback from students, faculty, and other stakeholders will be considered to incorporate improvements and address any emerging challenges.

This research policy aims to foster a supportive research environment for final year research students across disciplines. By providing financial assistance, guidance, and ethical frameworks, the policy aims to empower students to conduct high-quality research and contribute meaningfully to their respective fields.



Dr. D. Y. Patil Pratishthan's College of Engineering  
Salokhenagar, Kolhapur

Date:18/07/2023

Research and Development Cell/DOC-006/

## SEED FUND POLICY FOR FACULTY RESEARCH

The Research Seed Fund is established to support and encourage research activities among the faculty members of the College. This policy outlines the guidelines and procedures for availing the seed fund, which includes conference registration reimbursement up to 20,000<sup>P</sup> and coverage of fees for publishing 2 research papers in reputable journals

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The consideration of paper publications in the faculty performance appraisal process reinforces our commitment to academic excellence and scholarly achievements.

Dr. Shivani Kale  
Dean Research

Dr. Suresh Mane  
Principal

Dr. Abhijeet Mane  
Campus Director

Received  
*[Signature]*  
EE Dept

*[Signature]*  
CE Dept

CSG - *[Signature]*  
CSE (DS) *[Signature]*

## **Policy Guidelines**

### **Publication Support Process:**

- 1.1. Application Submission: Faculty members interested in availing publication support must submit their publication proposal to the Research Committee.
- 1.2. Review Process: The Research Committee will review the publication proposals based on their relevance, quality, and alignment with the college's research priorities.
- 1.3. Approval Notification: Faculty members whose publication proposals are approved will be notified by the Research Committee.

### **Funding Details:**

- 2.1. Conference Registration Reimbursement: The Faculty Publication Policy provides conference registration reimbursement up to 20,000 INR for faculty members attending national or international conferences to present their research work. Reimbursement will be subject to the actual expenses incurred, and original receipts must be submitted.
- 2.2. Research Paper Publications: The policy will cover the publication fees for two research papers authored by the faculty member in reputable journals. However, the chosen journals must be pre-approved by the Research Committee.
- 2.3. Exclusions: The policy does not cover publication fees for predatory journals, low-quality conferences, or any publications that do not meet the college's research standards.

### **Utilization of Publication Support:**

- 3.1. Timeframe: The publication support must be utilized within the academic year for which it is approved.
- 3.2. Reporting Requirements: Faculty members availing publication support are required to submit proof of publication (acceptance letter, invoice, etc.) and conference registration details to the Research Committee for record-keeping and verification purposes.

### **Acknowledgment:**

4.1. Attribution: **Faculty members are required to acknowledge the support received from the Seed Fund Publication Policy in the research papers for which publication fees were covered and in conference presentations.**

4.2. College Promotion: College may highlight the research papers funded by the publication support and faculty members' participation in conferences in its promotional materials to showcase faculty research excellence.

### **Policy Review:**

This policy will be reviewed periodically by the Research Committee to ensure its effectiveness and alignment with the college's research goals. Any necessary updates or revisions will be communicated to the faculty members.

The College is committed to promoting a vibrant research culture and supporting faculty members in their scholarly pursuits. The Faculty Publication Policy, through the Seed Fund Publication Support, is one of the avenues to encourage faculty research and foster academic excellence among our esteemed faculty members.