



Policy Document for Research and Development

Research and Development is the essential for holistic development of the institution. The Quality engineering education is coupled with innovative research. Institute encourages students and faculties to nurture the spirit and culture of research in the institution. Research and development cell is headed by the Principal, Dean Research and Development (R & D), experienced senior faculties and experts from the industries. The R & D Policy is designated by Dean, Research and Development after through consultation and inputs from students, faculties, industry experts and the management.

1) Motivating Faculty for Higher Education:

Education is a continuous process which is not limited to the age of learners. Promoting to higher studies is not only for developing the quality of individual faculty but also the quality of education in the institute. Institute always encourage to their faculties and also students to upgrade their qualification. Doctoral research develops the abilities of the faculty to understand and to solve the problems.

The institution has adopted a policy to motivate the faculty for higher education.

- i) To provide necessary support needed at the time of admission for pursuing PhD.
- ii) To make provision of sabbatical leave/study leave for the faculty pursuing PhD in order to complete the research work.
- iii) To make provision of duty leave in order to attend skill development programmes and to appear for progress seminars, viva voice examination conducted by the research center.



2) Motivating Faculty & Students for Publications, Acquiring Intellectual Property Rights:

The e-journals, e-resources and facility of National Program on Technology Enhanced Learning (NPTEL) are made available for students and faculties in the central library. Institutional library membership of other well-known libraries in the city like Automotive Research Association of India (ARAI), Pune and Jayakar Library at Savitribai Phule Pune University is made available to the staff and students in order to avail membership facilities.

Publication provides useful feedback from experts in the field of recognition to the faculty and to the students. Institution motivates the faculty and the students for presenting their technical work in International and National conferences and publishing technical articles in the journals by making various provisions.

Faculty can avail duty leave for attending the conference with prior approval of the Principal of the Institution. Provision of financial assistance is made by the Institution for organizing conferences and paper presentation competitions. The Institution also supports acquiring Intellectual property Rights (PATENTS), Copy rights by the staff and the students.

3) Organizing/Attending Training Programmes for Skill Up Gradation:

Institution makes necessary arrangement to carry out the activities facilitating knowledge creation, innovation and entrepreneurship through conduction of workshops/training programmes for the staff and the students. Interdisciplinary and innovative student's project work is promoted by making financial provision. The institution also provides laboratory facilities, computer laboratory with internet connection and well equipped library to support the research projects. The institution encourage participation of the students at University/ National/International level competitions like Avishkar, IIT Tech Fest, BAJA SAEINDIA, SUPRA, ISHRAE, Robocon , e-Yantra etc. by providing financial assistance and training /expert guidance to the students. The Institution makes provision of financial assistance and duty leave for the faculty attending skill development programme, workshops and seminars in order to



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maintain the upgrade knowledge and skills relevant to his/her responsibilities. Institute supports in paying registration fee of faculties to attend the training programme/workshop. Faculties and students are encouraged to get the membership of professional societies/bodies. The Institute has provision to conduct diverse activities in collaboration with such professional societies/bodies.

4) Provision for Seed Money:

Institute provides financial assistance to the faculties who undertake the research grant from the funding agencies like DST, AICTE, BCUD, industry etc. The institution has made the provision of seed money for carrying out research work as per the requirement. The research work includes developing innovative and emerging ideas, interdisciplinary collaborations *etc.* The Selection of the research projects is done by a committee which consists of Principal of the Institution, Dean R&D and Heads of the Department. Total seed money amount will be 25% of the funds sanctioned for the project or Rs. 50,000 whichever will be the lower of two. The assets generated from the fund *i.e.* equipment, books and journals will become the property of the Institution and entry of items in the dead stock/consumable stock/library is mandatory for sanctioning the bills.

5) Collaboration with Recognized Institutes and Industries through MOU's:

Memorandum of Understanding (MoU) is made between Institution and the Industry (Industry Institute Interaction). Conduction of faculty development programmes (FDP), guest lectures, project internship, sharing of infrastructure and other resources for mutual beneficial relationship can be made possible through MOU's. Industrial visits can be planned for the students in order to make them aware about the working environment of industry. Institute has the provision to appoint adjunct faculty with rich industry/core experience in order to promote research culture amongst the faculty and the students. Students undergoing internship can avail concession in the attendance.



6) Establishment of Incubation Center:

Institution has made arrangement of financial assistance in order to purchase instruments, advanced computing machines with internet facility etc., and catering the needs of students and faculty to upgrade skills and develop innovative projects in the specific domain. Institution ensures optimal use of the various equipments and research facilities by the staff, students and industry persons. Regular maintenance of high end instruments, computers and adequate budget allocation for maintenance of instruments is provided by the institution. The Incubation center is established in the institution to inculcate the entrepreneurship amongst the students and to support them at primary level. The incubation center can provide the fundamental support and guidance to the students to make them entrepreneur.

7) Encouragement for taking Consultancy and Revenue Generation:

Institution promotes the faculty and staff to undertake consultancy services for the industries, Government departments and other agencies by following obligations and ethical requirements associated with it. Consultancy services span a variety of activities such as application development, design, manufacturing, energy environmental studies, product design, software development, troubleshooting etc. Consultancy projects proposals should be approved by the Research and Development committee followed by Principal of the Institution. The staff involved in the consultancy work is permitted to utilize infrastructure and facilities of the Institution during non academic hours with prior permission. These kinds of assignments need to be carefully scheduled by considering ongoing commitments of the staff. Students who are willing to work on consultancy projects are permitted to do so by balancing their academic requirements. Travelling out of the campus on account of consultancy activity is allowed with the approval of Head of the Department. Outstation travel needs prior approval of the Principal of Institution.



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Norms of Disbursement for the Income Generated Through Consultancy.

- a) If the consultancy work is carried out by using institution infrastructure and facilities, 60% share of the revenue generated through such consultancy will be retained by the institution for further development and the staff involved in the consultancy work will get 40 % share of the consultant fee paid by the client.
- b) If knowledge based consultancy work is undertaken by the staff with expertise in the specific domain, the share of the Institution will be 40% while staff will get 60% share.

Principal
MMIT, Lohgaon, Pune