



## **MALLA REDDY ENGINEERING COLLEGE**

(UGC Autonomous Institution, Affiliated to JNTUH,  
Accredited 2<sup>nd</sup> time by NAAC with 'A' Grade)  
Maisammaguda (H), Medchal-Malkajgiri District,  
Telangana State – 500100

# Research Policy

No.: MREC/POLICY/NOV-2017/01



## MALLA REDDY ENGINEERING COLLEGE (AUTONOMOUS)

(UGC Autonomous Institution, Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad). Accredited 2<sup>nd</sup> time by NAAC with 'A' Grade, Maisammaguda (H), Medchal-Malkajgiri District, Secunderabad  
Telangana State – 500100 [www.mrec.ac.in](http://www.mrec.ac.in)

No.: MREC/POLICY/NOV-2017/01

### **Research Policy**

Malla Reddy Engineering College (MREC) was established with a vision, 'To be a premier center of professional education and research'. The Institute has developed excellent facilities, both in terms of infrastructure and scholastics. MREC encourages faculty members and students to undertake sponsored research projects with a commitment to serve the society. Research is the foundation of knowledge that brings new energy, builds state of the art facilities, promotes research publications, develops collaborations and becomes part of active community that shares the mission objectives. Taking these into considerations, MREC framed and implemented its Research Policy.

#### **1. Purpose**

The purpose of the Research Policy is to create a vibrant atmosphere of research among faculty and inculcate research aptitude among the students. The policy shall serve as an overall framework within which research activities may be carried out. It also aims to identify thrust areas of research having social relevance and thereby supplementing the vision and mission of the college. The Research policy also emphasizes contribution towards society and to the nation at large.

#### **2. Scope**

This Research Policy forms the basics of the research ethics of the college and is implemented in all the departments and it serve as the guidelines for the functioning of the Research council of the college.

#### **3. Custodian of the Policy**

The implementation and updating of the research policy is carried out by the R&D Coordinator. The Research Policy shall have a Research and Development Committee to function under the Principal, MREC and Academic Council, to assist and advise in matters related to research within the college.

#### **4. Objectives of Research Policy**

The Principal objectives of the Research Policy are as follows:

- a) To develop desired awareness regarding research in the faculty of MREC.
- b) To establish a right kind of research culture through various research initiatives and programs.
- c) To encourage faculty members to publish research papers and undertake various research projects of social and academic importance.
- d) To create awareness in the society through various research initiatives and by giving due publicity to the socially useful research projects that will be undertaken by the college.
- e) Conduction of Research Meetings at least once in a semester and whenever required.

#### **5. Research and Development (R&D) Centre:**

To achieve high quality research ambience in the Institute, a Research & Development Centre is set up with the objective of developing the strategic plan for scientific and technology research and ensuring the implementation of such plans. The R&D Centre provides specialized administrative and managerial support for the operation of academic research, sponsored research, consultancy and other R&D related activities of the Institute. This Centre is available round the clock for faculty and students for research work.

#### **6. Committee for Promotion of Research**

To assist the young researchers, R&D committee is established. Responsibilities of the committee include giving awareness to faculties in securing research grants, publication support and coordinate the college R&D activities.

#### **7. Incentives for Publications**

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.

<b>Research Publications</b>	<b>Incentive Amount (Rs)</b>
SCI Journals	10,000
SCOPUS/WOS Journals	7,500
UGC journals	2,000
Book Chapter	5,000

#### **8. Sponsored Research**

- i. Full autonomy has been given to the faculty members to carry out the research as per terms and conditions given by funding agencies.
- ii. 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 the institute.
- iii. The tenure of appointment of a project staff will be for the duration of the project.
- iv. The selection of project staff shall normally be made as per the guidelines provided by the sponsoring agency and with the approval of Principal through the Coordinator (R&D).

#### **9. Financial Supports for Sponsored Research**

- i. Within the framework of a sponsored project, PIs shall be permitted to have consultancy fee/honorarium, if the sponsor so approves.
- ii. Depending on availability of funds under Travel head and with the approval of the Principal, expenses (TA, DA, Registration Fee, etc.) for presenting papers in National Conferences in fields relevant to the project shall be given to PIs/Co-PIs from the project fund.
- iii. On recommendations of PIs and with the approval of Principal, project staff and students in the projects may be permitted to present papers in conferences. If funds are available under Travel head, then TA, DA and Registration Fee support may be provided.



#### **10. Research by Seed Funding**

The college provides seed grant to support research in all frontier areas of Science, Engineering, Technology and Management studies by its faculty members. New faculties are encouraged to apply. Details of the seed money policy are given on page no. 6.

#### **11. Consultancy and related Services**

The college encourages its faculty members to carry out consultancy. On completion of the work, the honorarium on approval of the Principal may be distributed on a case by case basis. Details of the consultancy policy are given on page no. 8.

#### **12. Faculty Development & Research Interactions**

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

#### **13. Ethics in Research**

With a focus on integrity and accountability, the college has well defined rules for all research activities. Details of the research ethics policy are given on page no. 9.

#### **14. IPR Policy**

The goal of this Policy is to ensure that Intellectual Property created by Members is utilized in ways most likely to benefit MREC and the public. MREC seeks to assist its members 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, MREC seeks to ensure that commercial benefits are distributed in a fair and equitable manner that recognizes both the contributions of the Members and the interests of MREC. Details of the IPR policy are given on page no. 10.



  
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## **Seed Money Policy**

MALLA REDDY ENGINEERING COLLEGE RESEARCH PROMOTION SCHEME (MRECRPS) provides grant to support research in all frontier areas of Science, Engineering, Technology and Management studies by its faculty members. The scheme provides research support to the active faculty researchers. It encourages individual centric competitive mode of research for funding.

**Objective:** The scheme provides research grant to interested faculty researchers to take-up research work.

**Eligibility:** Faculty of every department can apply for seed money who is interested to take up research and convert innovative ideas into a product. New faculties are encouraged to apply.

### **Selection Criterion:**

- The scheme provides research support to an individual or two faculty researchers who act as PI and Co-PI.
- The funding is provided for equipment and consumables not exceeding two lakh rupees.
- Only one proposal can be applied by an applicant during a year.
- Faculty should not have any on-going project.
- Any proposal technically rejected should not be resubmitted without any substantial revision.
- Project proposals related to societal needs are encouraged.

### **Terms and Conditions:**

- Out of the total sanctioned amount, 50% would be released after project sanction and remaining after evaluation of the progress report.
- For the PI whose project got sanctioned is leaving the college, he/she shall obtain NOC and submit the same to the college.
- The host department shall maintain the details and progress of the project from time to time.

- The department shall ensure the project grants to be utilized only towards the research project for which it is been sanctioned.
- The grant released for the project if unutilized is to be surrendered to the college.

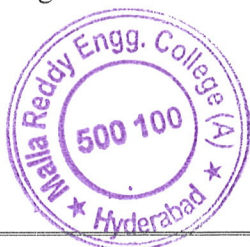


  
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## CONSULTANCY POLICY

The College has capability in various research areas to offer knowledge and scholarly inputs which are of significance to the industry and other organizations. It encourages its faculty to carry out consultancy work. Following guidelines will be used for engaging in any consultancy work:

1. A consultancy project/work is one where faculty and research staff provides knowledge and intellectual inputs to industry, primarily for their purposes.
2. All payments for consultancy work must come in the name of the Principal, Malla Reddy Engineering College.
3. The requirement originates from the industry concerned.
4. The industry person is expected to approach the head of the institution.
5. The head of the institution will convene the meeting of the college consultancy committee and direct the work to the concerned department heads for further action.
6. HoDs will analyze the technical nature of the consultancy work and identify suitable investigator from the faculty members based on the specialization, experience etc.
7. Departments may also approach the industry through proper channel for carrying out the consultancy work.
8. The faculty is expected to estimate the time and cost required to accomplish the task.
9. Based on the needs of the client and circumstances, the college may permit commencement of work with payment to be made as per agreed upon milestones.
10. After completion of the project, final report should be submitted to the industry.
11. Consultancy assignments may be taken up and implemented provided they do not have any adverse impact on the ongoing academic, research and related activities.
12. The services of employees of the college may be utilized for the execution of the consultancy projects provided it does not affect their primary functions and responsibilities to the College. Such work by employees may be compensated by suitable honoraria.
13. Travel out of the campus on account of consultancy activities should be undertaken with intimation to the Head of the Department.
14. Publication arising from consultancy work shall include the faculty affiliation of the institute and acknowledge for the facilities used.



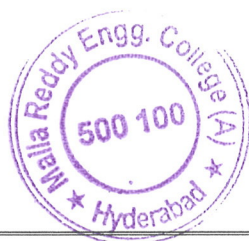
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## **Research Ethics Policy**

MALLA REDDY ENGINEERING COLLEGE (MREC) is steadfast in promoting and maintaining high values of integrity and accountability in the conduct of academic research and is dedicated to embed and endorse a culture of honesty and transparency in all its institutional activities. This document provides recommendations on good practice in academic research at MREC. In addition, it educates and monitors faculties and students conducting research to ensure a high ethical standard. Following are the ethical guidelines:

1. Researchers should have mutual trust and understanding for free exchange of ideas.
2. Researchers should discuss and agree upon the result/publication credit throughout the research process to acknowledge the contributions.
3. There should be honest reporting of facts and findings.
4. Scholarly opinions should be collaborated with scientific knowledge and respected.
5. Research should be conducted with a sense of responsibility and the process/results should stand the legal norms.
6. Results should be published in journals/conference proceedings to make it widely available for the research community.
7. Faculties are encouraged to create an environment of mutual cooperation for furthering the mission and vision of the college.
8. Faculties are encouraged to attend training programs/workshops to enhance their research capabilities.
9. Researchers must not involve themselves in any form of academic misconduct such as misinterpretation, plagiarism, violations of intellectual property rights, deviation from college rules etc.
10. Project thesis should be submitted for anti-plagiarism check for the quality and if the similarity information is less than 24%, then only thesis will be accepted for submission.
11. Investigation of research misconduct shall be carried out by the Research Ethics Committee.
12. Based on the investigation report and recommendations of the Ethics Committee, appropriate actions may be initiated after duly listening to the respondent.



  
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# **IPR POLICY**

## **I. Introduction**

Malla Reddy Engineering College (MREC) is dedicated to teaching and to the pursuit of knowledge. While the primary focus of these activities is to lead students to lives of leadership and service, MREC recognizes that the creation of Intellectual Property (as defined in Section II below) will be a natural outgrowth of activities within the MREC. For this reason, MREC has adopted this Intellectual Property Policy (the "Policy") to set forth the rights and obligations of MREC and its Members (as defined in Section II below) with respect to all Intellectual Property.

The goal of this Policy is to ensure that Intellectual Property created by Members is utilized in ways most likely to benefit MREC and the public. MREC seeks to assist its members 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, MREC seeks to ensure that commercial benefits are distributed in a fair and equitable manner that recognizes both the contributions of the Members and the interests of MREC.

## **II. Definitions**

As used in this Policy, the following capitalized terms have the following meanings:

**"College-Owned Intellectual Property"** means all Intellectual Property other than Member-Owned Intellectual Property.

**"Committee"** means the Intellectual Property Advisory Committee of MREC.

**"Intellectual Property"** means any software, research, article, study, photograph, painting, literary work, musical work, invention, formula, process, discovery, development, design, innovation or improvement (whether or not patentable or registrable under copyright statutes) made, conceived, developed or first actually reduced to practice by a Member solely or jointly with others, during the period in which the Member is (i) employed by MREC, (ii) enrolled as a student at MREC.

**"Member"** means a member of the MREC, including all faculty, staff and students of MREC.

**"Member-Owned Intellectual Property"** has the meaning set forth in Section V below.

**"Policy"** has the meaning set forth in Section I above.

### **III. Applicability of Policy**

All Members are subject to the terms and conditions of this Policy. This Policy sets forth the rights and obligations of MREC and its Members with respect to all Intellectual Property, including all Intellectual Property created prior to the effectiveness of this Policy. However, MREC will from time-to-time enter into Separate Agreements which govern the use and ownership of Intellectual Property.

### **IV. Ownership Rights of MREC**

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

### **V. Ownership Rights of Members**

All right, title and interest in and to all Member-Owned Intellectual Property (as defined below) shall be solely and exclusively owned by the Member who made, conceived, developed or first reduced to practice the Member-Owned Intellectual Property. However, MREC shall have a non-exclusive, perpetual and royalty-free license to use all Member-Owned Intellectual Property for internal instructional, educational and administrative purposes, including, without limitation, for satisfying requests of accreditation agencies for faculty-authorized syllabi and course descriptions.

For purposes of this Policy, "Member-Owned Intellectual Property" means any of the following Intellectual Property:

**A. Any Intellectual Property created by a faculty member or student of MREC that does not fall within one of the following categories:**

1. Intellectual Property that is specifically directed, commissioned or sponsored by MREC.



*[Note: An example of work in this category is the output of a faculty member on special assignment to write a history of MREC.]*

2. Intellectual Property that is more integral to, and reflects more directly on, the identity of MREC than on the identity of the individual(s) who create them.

*[Note: Examples of work in this category are MREC's website, alumni bulletins, admission materials, fundraising materials, catalogues and magazines. Also included in this category are works which prominently use the MREC name or any image, logo of MREC. However, simply identifying the author of a book as a MREC professor or using the MREC logo in a presentation or talk would not be considered a prominent use of MREC's name.]*

3. Intellectual Property that is created using substantial resources of MREC.

*[Note: Use of "substantial resources" requires resources of a degree or nature not routinely made available to all faculty. For example, providing a faculty member with his or her own dedicated lab space or extended IT support from a staff member would be considered use of substantial resources. However, ordinary use of computers or library resources or use of a departmental lab space that is available to all department members would not be considered use of substantial resources.]*

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

**B. Any Intellectual Property that a non-faculty or non-student employee of MREC develops on his or her own time, without using the funds, equipment, supplies, facilities of MREC, unless such invention relates at the time of conception or reduction to practice to:**

- (i) the actual or demonstrably anticipated research or development of MREC or
- (ii) any work performed by the employee for MREC.

*[Note: Section V.B is based on MREC's belief that ownership rights in Intellectual Property created by non-faculty and non-student employees should in general be consistent with the intellectual property policies of commercial enterprises.]*

**C. Copyrightable Work:**



Ownership of copyright of all copyrightable work shall rest with the author(s) with the following exceptions:

MREC shall be the owner of the copyright of work, including software, created by MREC personnel with significant use of NEC resources.

MREC shall be the owner of the copyright on all teaching material developed by MREC personnel as part of any of the academic programs at MREC. However, the authors shall have the right to use the material in her/his professional capacity. As the traditional exception, MREC shall not claim ownership of copyright on books and publications authored by MREC personnel.

MREC shall be the owner of copyright of work produced by non MREC personnel connected with any activity of MREC with the intellectual contribution of MREC personnel. However, the authors shall have the right to use the material in her/his professional capacity.

#### **VI. Revenue Sharing**

The net earnings from the commercialization of IP owned by NEC would be shared as follows:

The creator(s) share would be declared annually and payment will be made to the creator(s) or to their legal heir, whether or not the creators are connected with NEC at the time of payment.

S.No	Net Earnings	Inventor(s) share	MREC's share
1	Year-1	70%	30%
2	Year-2	50%	50%
3	From 3rd year	30%	70%

#### **VII. Dispute Resolution**

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

### **VIII. Administration of the Policy**

The administration of this Policy shall reside exclusively with the Committee. The Chairperson shall have the sole power and authority to appoint, remove and replace Committee members. The Committee shall consist of at least five (5), but no more than ten (10), members. Unless the Chairperson decides otherwise, the Committee shall consist of (i) the Principal who will be the Chairperson, (ii) two faculty members and two students (faculty and students will be representative of the intellectual property at issue), (iii) a representative from the Library, (iv) IPR legal advisor (external expert), (v) the Director of Grants and Contracts, and (vi) MREC's legal counsel.

The Committee's responsibilities will include:

- Reviewing intellectual property issues affecting MREC, including periodic review of this Policy;
- Evaluating the patentability and commercial or other value of submitted College-Owned Intellectual Property;
- Determining a course of action for legally protecting and commercializing submitted College-Owned Intellectual Property; and
- Ensuring that all sales and licensing of College-Owned Intellectual Property are implemented to bring the College-Owned Intellectual Property to the public while securing financial reward for MREC and its Members.

### **IX. Use of MREC Name and Marks**

MREC owns or has a proprietary interest in any trademark, service mark or other distinguishing mark (collectively, "Marks") that represents or identifies MREC, its programs, or its services, including, without limitation, the name, seal and logo of MREC. Unauthorized use of the Marks is prohibited. Members shall only use the Marks in accordance with MREC's policies regarding the use thereof.

### **X. Use of Student and Faculty Images**

Except to the extent prohibited by law, MREC may use images of Members without consent and faculty may use images of students without consent.

**XI. Breach of the rules of this policy**

- Breach of provisions of this policy shall be primarily dealt by the IPR policy panel members.
- Breach of the provisions of this Policy shall be dealt with under the normal procedures of the Institute as per the procedure laid down in accordance with the relevant provisions of law.



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