



Visvesvaraya Technological University

“Jnana Sangama”, Belagavi – 590 018, Karnataka State

GUIDELINES FOR RECOGNITION / CONTINUATION OF R&D LABORATORIES ATTACHED TO INDUSTRIES AND OTHER LABORATORIES OF RESEARCH INSTITUTIONS AS RESEARCH CENTRES OF VTU

(Approved by Executive Council vide resolution no. 2.3.4 of 21-09-2017)

**(This guidelines are to be read along with the Regulations Governing Recognition of
Research Centers and Research Supervisors)**

1. The interested National / Govt. Institutions shall apply against the University notification, which is issued once in a year for recognition of specific Laboratory / dept. as a Research Centre in a particular Faculty of Engineering / Science.
2. The application shall be submitted in the prescribed format of the University.
3. The Govt. organizations are exempted from paying the application and inspection fee.
4. After receipt of the application an expert committee shall visit the institution and submit the report to the University.
5. The report shall be placed before the Research Review Committee.
6. The recommendations of the Research Review Committee shall be placed before the Academic Senate and Executive Council.
7. After recommendation from the Executive Council for Recognition of the Research Centre, a formal Notification will be issued from the University clearly indicating the field / Dept. of Research.
8. The candidate shall be allowed for registration only after the formal Notification by the University.
9. The Recognized Research Centers shall comply with all the other rules and regulations notified by the University from time to time.
10. Such of the R & D labs attached to Industries and other labs of Research Institutes already notified as recognized Research Centers by VTU, shall also send the annual report and request for continuation of recognition in the Specified format, since the recognition is given on annual basis only.

REGULATIONS GOVERNING
RECOGNITION OF RESEARCH CENTRES AND RESEARCH SUPERVISORS
(With effect from 30.06.2006)

(Amendments of term ‘Guide / Co-Guide’ with ‘Supervisors / Co Supervisors’)

(Amendments are RS 1.2, RS 2.2, RS 3.1, RS 4.2, and RS 4.5)

(Amendments with effect from 30.06.2017)

RS 1 RECOGNITION OF NEW RESEARCH CENTRES:

RS 1.1 Research Centers are recognized by Visvesvaraya Technological University for the purpose of permitting the Centers to register candidates for M.Sc. (Engg.) by Research / Ph.D. degrees and award the same on acceptance of the Thesis presented by the Research Scholars as per regulations. Departments of teaching Institutions affiliated to Visvesvaraya Technological University, Research & Development laboratories attached to Industries and such other laboratories of Research Institutions (hereafter commonly referred to as Departments) may be recognized as Research Centers if the respective Departments have satisfied the requirement as per Regulations and has facilities as required by the University to conduct Research in the relevant field.

RS 1.2 At least one Professor/Associate Professor/Assistant Professor with Ph. D (in the case of Assistant amendment-21.9.2017Professor at least five years teaching experience) and age less than 65 years as on the re-opening day of that academic year shall be available in the department. **(Amendments vide Resolution No. 2.3.4 of 21-09-2017)**

RS 1.3 In the case of a teaching Institution, the Department shall have faculty: student ratio of at least 1 : 15, with at least 4 teachers among them having post graduate degrees, in the respective Engineering Departments. The Principal can be a Research Supervisor in the Recognized Department corresponding to his field of specialization; however, a Research Centre cannot be recognized only on the strength of the Principal.

RS1.3.1 The Department shall have regularly subscribed to at least two National and two International journals in the relevant field of Research. Sufficient technical literature shall be available in relevant field in the form of subscription to National/International journals and their back volumes in the Library either in printed form or electronic form. In addition, the Institution shall also have subscription to Digital libraries.

RS 1.3.2 At least one Under Graduate/Post Graduate batch shall have been passed out from the respective Department; however this condition is not applicable in case of Science Departments.

RS 1.4 At least Rupees One lakh provision shall exist in the annual budget and be spent exclusively for the development of Research facilities in the concerned Department.

RS 1.5 There shall be at least two publications in referred journals (minimum of one at International level) from the concerned Department within the last five years.

RS 1.6 The Department shall be recognized as Research Centre on the satisfactory recommendation of the Expert Committee appointed by the Vice-Chancellor for the purpose and this recognition shall be valid for a period of one to three years duration as recommended by the Committee and approved by the Executive Council.

RS 2 CONTINUATION OF RECOGNITION OF RESEARCH CENTRES

RS 2.1 The Institute shall apply before the expiry of recognition period for continuation of recognition to its existing Research Centers in the prescribed application format to the University by paying the prescribed fee along with the regular application seeking affiliation for the College / Institution when notified by the University.

RS 2.2 Minimum of two registrations shall be done in a period of first two years of the centre being recognized as a Research Centre. For continuation of recognition at least one registration / year shall be made failing which the Centre shall automatically cease to be a recognized Research Centre. **(Amendments vide Resolution No. 2.3.4 of 21-09-2017)**

RS 2.3 Once recognized, a Research Centre shall necessarily have a recognized Supervisor always. However, there can be a gap of three months if the only recognized Supervisor leaves and another one in the same Department takes time to join. If this condition is not fulfilled, the Centre shall automatically cease to be a recognized Research Centre. However, College / Institution shall make an appeal to the Vice-Chancellor for revival of the Centre within another 3 months by paying a penal fee of Rs. 10,000/-

RS 2.4 A Research Centre shall maintain records of each Research Scholar registered through their Centre like:

- i) Copies of Registration application & Synopsis.
- ii) Provisional Registration / Registration Notification from VTU.

- iii) Half yearly Progress reports including Part-I progress report submitted to VTU.
- iv) Papers published/details of conferences attended by the Research Scholar, if any, relevant to the Research topic.

RS 2.5 There shall be at least two publications in referred journals (minimum of one at International level) from the concerned Department within three years of confirmation of registration of first Research candidate. However, the Department shall have demonstrable Research activity in the form of participation / organizing conferences, workshops, seminars etc.

RS 2.6 The Department shall be granted Continuation as Research Centre on satisfactory recommendations of the Expert Committee appointed by the Vice-Chancellor for the purpose and this recognition shall be valid for a period of one to three years duration as recommended by the Committee and approved by the Executive Council.

RS 3 CHANGE OF RESEARCH CENTRE BY A RESEARCH SCHOLAR

RS 3.1 A Research Scholar may be permitted to change his/her Centre only under following circumstances:

- a. His / Her Supervisor has left the Institution where he / she was registered and there is no other competent Supervisor available in the Research Centre.
- b. The Research Centre where he / she is registered ceases to be recognized as a Research Centre. If there are no Supervisors in the Department then the students admitted shall be transferred by the University to other research centre for registration on application of the students. **(Amendments vide Resolution No. 2.3.4 of 21-09-2017)**

RS 3.2 In case such change of Centre is permitted, the Research Scholar shall

- i) Pay the tuition fee for the current and subsequent years to the new Centre
- ii) Acknowledge the credit of his research to the new Centre & the degree awarded to him shall be counted against this Centre.

RS 3.3 Discontinuation and Re-registration: If a candidate wishes to discontinue for any reason, he may do so by a formal application to the University and on its approval. He may seek re-registration only after obtaining approval for discontinuation and re-registration will be considered as fresh registration.

RS 4 RECOGNITION OF SUPERVISORS

- RS 4.1** Persons seeking recognition as a Supervisor / Co- Supervisor shall apply in the prescribed format to University for their recognition as Supervisors / Co- Supervisors through the Head of the Institution, along with the application of each candidate seeking registration for Ph.D. / M.Sc. (Engg.) by Research.
- RS 4.2** Minimum qualification for recognition as Supervisor / Co- Supervisor shall be Ph. D. with a minimum of two publications with one year of experience after acquiring Ph. D. in refereed journals in the previous five years in appropriate field. However, the requirement of Ph. D. may be waived for a person of outstanding Academic / Industrial / Patents Research & Development excellence and having published Research papers of a comparable nature in reputed refereed National /International Technical Journals. Further, the age for recognizing such Supervisor / Co- Supervisor shall be limited to not more than 62 years as on the re-opening of that academic year. **(Amendments vide Resolution No. 2.3.4 of 21-09-2017)**
- RS 4.3** The person seeking recognition, as Supervisor shall be a full time staff member of an Institution working in the Department that is recognized by the University as a Research Centre or Adjunct faculty in the Department such as Management Studies where persons from Industry are normally invited to be on the faculty roll.
- RS 4.4** The Supervisor seeking recognition to Supervisor a candidate shall be declared eligible only on the recommendation of the Research Registration Committee of the University.
- RS 4.5** The following norms / procedure shall be strictly adhered to while assigning Research Supervisors to the candidates admitted at a Research Centre. Any violation of these norms / procedure shall result in the University taking serous steps like de-recognition of the Research Centre or the Research Supervisor.
- a) Each Research Supervisor / Co-Supervisor shall supervise / Supervisor at a time, not more than:
- (i) Eight candidates if he/she is Professor;
 - (ii) Six candidates if he/she is Associate Professor; and
 - (iii) Four candidates if he/she is Assistant Professor.

This shall include the candidates registered under the same Research Supervisor / Co Supervisor at other University, if any, with the prior written approval of the VC.

- b) Of the number of candidates permitted to be registered under a Research Supervisor as above, there shall be seats reserved for SC/ST/Category-I/Differently-abled candidates in each case as per the Reservation Policy of GoK.
- c) The seats reserved for SC/ST/Category-I/Differently-abled candidates shall be mutually interchangeable as per UGC norms, but not transferrable to the General Pool.
- d) The candidates registered for Ph.D. under a Research Supervisor/Co-Supervisor who have completed the final Viva-Voce shall not be considered while counting the number of candidates assigned to a Research Supervisor/Co-Supervisor. (**Amendments vide Resolution No. 2.3.4 of 21-09-2017**)

RS 4.6 If the Supervisor is transferred, retired or resigns before a Research Scholar submits the thesis, the Research Registration Committee may permit the Scholar to continue to work under the earlier Supervisor or permit an alternative arrangement with the consent of all the concerned.

RS 4.7 In the case of the Supervisor, Co- Supervisor not being available for a period of more than six months (for reasons like going abroad, ill health) and if Research Scholar desires to choose a new Supervisor / Co- Supervisor, the Research Scholar may apply to the University enclosing the consent of the earlier and the proposed Supervisors, which will be considered by the Research Registration Committee of the University.

RS 4.8 In case of death of the Supervisor, the Research Scholar shall identify a substitute Supervisor and send an application to the University along with the consent letter of the new Supervisor.

RS 4.9 The Research Registration Committee may consider such application received under any of **RS 4.6, RS 4.7 and RS 4.8** regulations and permit the Research Scholar to have an alternative Supervisor. If the Committee accepts the request, the University shall communicate the same to the Research Scholar, Supervisor / Supervisors and the Research Centre. In case the Committee does not approve the request, then the reasons for the same along with further directions to enable the Research Scholar to continue research shall also be communicated.

RS 4.10 A Research Scholar may opt for a Co- Supervisor in the related subject if the research subject is inter-disciplinary. The Co- Supervisor shall be selected from any recognized Research Centres / Organizations / Industries / Affiliated Colleges subject to the approval of Research Registration Committee. However the degree shall be awarded in the area of Research, which forms a major part of his / her research, as decided by Research Registration Committee.

RS 5 MODALITIES

Prescribing fee for registration, course work under Group I-IV examinations, fees for dissertation evaluation & pre Ph.D. comprehensive Viva-Voce schedule, submission of periodic progress reports, change of topic and / or Supervisor / Co- Supervisors, submission of thesis, calendar of events and such other matters relating to any of the above shall be governed by the administrative orders issued by the University from time to time.

RS 6 Notwithstanding any of the above regulations, the Vice-Chancellor shall be empowered to take suitable decisions based on the merit of the individual cases.

FEE STRUCTURE RESEARCH CENTRE

1	Application Fee	Rs. 1,000/-
2	Affiliation Fee	Rs. 20,000/-
3	Re-inspection Fee	Rs. 30,000/-
4	Continuation of Affiliation Fee	Rs. 5,000/-
