

RESEARCH VISION AND POLICY

Research Vision

Empowerment of to promote research culture among the teachers and students through research centre by mobilizing research grants from various funding agencies and utilizing funded projects for the purpose of serving the community.

A full time research coordinator appointed to coordinate the research activities of the college.

- ✦ To stimulate and support research related activities including research programs, research projects, and research publications of faculty through funding from TNSCST, UGC, DST,DBT etc.,
- ✦ To establish eligibility norms & conditions.
- ✦ To streamline process of funding.
- ✦ To monitor the progress of research programs.

Research Policy

TACW has a Research Advisory committee which facilitates and monitors research activities. The total Research and Development activities are organized into the following these categories.

The research policy of TACW serves as an overall framework for research activities that may be carried out in this institution

- ❖ Establishment of the Research Facilities
- ❖ Resource Mobilization for Research
- ❖ Compliance of research Ethics
- ❖ Dissemination of Research Work
- ❖ Innovation Ecosystem
- ❖ Academic, Research & Industrial Collaboration
- ❖ Outreach programs for society & training
- ❖ Incentives & Awards for Research Achievement

Organizational Scope

- ✚ All the faculty members are encouraged to conduct research in the focused as well as interdisciplinary areas of research.
- ✚ Faculty members are appreciated with appropriate monetary incentives for their publications in either WEB of Science and Scopus indexed journals and the fund received from the government agencies for the project proposals.
- ✚ Faculty members with Master Degree are permitted to pursue Ph.D. under Part Time mode in the TACW and other reputed institutions with full salary.
- ✚ The UG and PG projects shall be research focused and lead to publications in the indexed journals.
- ✚ Every faculty member with Ph.D. qualification shall apply for a minimum of one funded project. The required seed money for internal projects will be provided by the Institution.

Objectives

- ✦ To create an enabling environment within the College in order to foster a research culture as well as provide required support through research framework and guidelines.
- ✦ To ensure high level of efficient and effective support system to facilitate faculty and researchers in their research activities.
- ✦ To create awareness and opportunities in R&D among the students and faculty and to create research culture in every department.
- ✦ To undertake research activities and development projects offered by agencies such as UGC, DBT, DST, DRDO, CSIR, AICTE, ICSSR, etc.
- ✦ To assist the students to apply funding for conducting research under student project scheme to various funding agencies like TNSCST, DBT etc.
- ✦ To assist for applying and getting funds for conducting Seminar/Workshop/FDP from various available funding agencies.
- ✦ To work with various departments to establish and develop faculty research priorities on interdisciplinary areas.
- ✦ To ensure publications in quality journals, indexed in Scopus/Web of Science and Indian Citation Index with good impact factor.
- ✦ To nurture an environment of undertaking socially useful research to get patent along with potential for commercialization.
- ✦ To have interdisciplinary collaborations and partnerships nationally and globally.
- ✦ To coordinate faculty level workshops and staff development activities on research-related issues.
- ✦ To encourage development of activities to attract the best research oriented higher degree students.
- ✦ To maintain effective links with government departments, authorities, business, and commerce and industry organizations relevant to the college research activities.

Seed Money Policy and incentive guidelines

Theivanai Ammal College for women has instituted a Research Council with the view to develop research, mobilise Govt / NGO funding from different agencies, promote innovative research and enhance quality publication with higher H-index.

Research is the foundation of knowledge that brings new energy, builds state of the art facilities, promotes reputed research publications, develops national /international collaborations and becomes part of active community that shares the mission objectives. Taking these into considerations, Theivanai Ammal College for women Seed Money Policy is made & implemented.

The Purpose of the Seed Money Policy is to create a vibrant atmosphere of research among faculty and researchers in TACW. The Institution will help the faculty proactively to prepare and submit proposals to funding agencies nationally and internationally.

Objectives of Seed Money Policy

- ❖ To create an enabling environment within TACW in order to foster a research.
- ❖ To nurture an environment of undertaking socially very useful research projects with potential for commercialization.
- ❖ For creating opportunities for teachers of the TACW to involve themselves in real life research projects and obtaining sponsorships.
- ❖ To aid a faculty to start a research program that has the potential to sustain by attracting funds from external agency.
- ❖ To promote generation of IPR and product/process development (Patent).

The TACW faculty members are encouraged to submit research proposals based on their innovative ideas. The applicant have to clearly and convincingly demonstrate that the proposed project represents a new research direction in an area likely to generate external funding.

Process: The applicant has to fill in the details related to the projects along with his/her personal details in the format given in TACW Seed Money Policy and submit the form at the Principal Office after getting signed by concerned HOD and Dean Research

Advances Against Approved Proposals to Funding Agencies

The College will release to the faculty an advance of 25% for any project formally sanctioned by any official funding agency (e.g.DST, DBT, RUSA, UGC), or Rs. 1,00,000/-, whichever is less. This amount is to be returned when the project funds are received.

Faculty-Wise Seed Money/Research Grant

- ❖ Every year, the College will budget up to Rs. 2,00,000/- as seed money for research projects of the faculty of TACW. The maximum amount that may be disbursed as a research grant/seed money to a single project is:

Rs. 5,000/- for Arts and Commerce faculty

Rs. 10,000/- for Science faculty (taking into account the cost of lab materials and other consumables, if applicable)

- ❖ It is clarified that once a project has availed of the funding as set out herein above, the same project is not eligible for seed funding in subsequent years.
- ❖ Faculty who wish to avail of this seed money/research grant will need to submit a suitable research proposal to the Research Committee for approval. Seed proposals should show how this will result in a larger research proposal, and identify agencies to which a future proposal could be submitted.

Guidelines

- Submit a spiral-bound hard copy to the Dean R office
- Mail a soft copy to the Dean of Research and Principal office (in editable *.docx format; not *.pdf)
- Ensure the proposals are neatly presented, and free of every mistake
- Remember that this project is for the faculty, and not for students
- ❖ The Research Committee will evaluate the proposal and recommend the amount of seed money to be allotted for a project.

- ❖ The Research Committee will have the right to reject the proposal, if found not suitable. If found suitable, additional terms and conditions may be stipulated by the Research Committee, which terms and conditions will be abided by the candidate(s).
- ❖ By the very fact a faculty applies for seed-money, the applicant undertakes to complete the project successfully in time. If for any reason the awardee leaves Theivanai Ammal College for women without completing the project to the satisfaction of the Research Committee, s/he undertakes to refund the entire amount to the College, besides depositing all the books/ journals/ equipment's purchased out of the project money.

Note:

- If sanctioned, the applicant should be able to carry out the project on their own, and not outsource it or get students to do the research.
- Any unethical/irrational demand on students for the project by the awardee (Faculty), or any complaints by students regarding this, may result in withdrawal of the project.
- All research done on Seed-Money project will be carried out within the TACW premises.
- Every grantee is expected to present a work-in-progress of their project every Three months, both in writing and to the research colloquium. If the Dean of Research is not happy with the progress, it may either suggest modifications or may withdraw the project.
- ❖ Patent Filing Charges for patent applications filed with the Indian Patent Registry will be reimbursed to the inventors only on the grant of the patent.

Applicant: Theivanai Ammal College for women(A)

In addition to the reimbursement of the filing charges, on obtaining a patent (either national or international) a cash award of Rs.20,000/- will be given to the inventors of the patent.

Incentives

Annual Research Day /College day

A Research Day will be organized around the end of March every year to honour those who have contributed to research by way of patent filing, paper publication or book publication. The Principal/ Vice Principal / Dean R for Academics will coordinate this programme.

- Certificates will be issued to those whose respective paper or book publications have a high citation index and those who have publications in high impact factor journals, keeping in mind the different levels of citation indexes and impact factors in different fields.
- If more than one faculty member is involved in paper publication, Research and Consultancy project, the amount will be shared by them. If an author from other university or college is involved, they need not be considered.
- Those qualifying for certificates will need to apply for the same by the end of February in the same academic year.
- It is the responsibility of the faculty member to produce evidence of having published paper in the refereed journal and the impact factor of the journal. She / He has to produce a printed copy of the SCOPUS/Web of science/Thomson Reuters/ Elsevier or other evidence and the HOD should attest the same.
- If the applicant does not submit the application within the time period as notified, then those applications will not be considered for the certificates.
- The Research Committee will screen these applications and decide upon the list of those who need to be recognized with certificates

Research: Special guidelines for Incentives

1. Publications

- Article should be published with the faculty as corresponding author(s) in Scopus Indexed journals with TACW affiliation (or) *
- Article should be published with faculty as first author(s) in Scopus indexed journals with TACW affiliation (or)

- Author placed first (if first author) and last (if corresponding author) in case of equal contributions.
- Publication incentives should be claimed within 30 days from the date of publication or acceptance of the paper.
- The code of Research ethics should be followed as described by Ministry of Higher Education, India.
- Faculty need to submit the incentive letter in the given format with impact factor (Cumulative average impact factor for last five) along with bank details.

The incorporated changes are as follows from March 2022 onwards

- ✚ Corresponding author position should be always in the last (if complete research work is carried out in the TACW)
- ✚ In case of equal contribution of two corresponding authors, TACW author position should be listed before the corresponding author in the authors list (if partial research work is carried out in the TACW)
- ✚ There will not be any consideration for more than two corresponding authors since it is difficult to identify the author & contributions and takes away the credits of all authors in the publication.

2. Patents

- ✚ Incentive will be given to the lead inventors.
- ✚ Patent incentives should be claimed within 30 days from the date of publication.
- ✚ The code of Research ethics should be followed as described by Ministry of Higher Education, India.
- ✚ Faculty need to submit the incentive letter in the given format.

Incentives allotted under each category:

- ✚ Author who has published patent in India without commercial application: Rs.4000
- ✚ Author who has published patent in USA/ European countries without commercial application: Rs.6000

- ✚ Author who has published patent in India or USA or European countries with commercial application. Upon agreement with the management a significant incentive will be given. In most cases it will be 50:50

3. Individual Grants

- ✚ For individual grants, incentive will be given only once during the year. Therefore, PI should submit the incentive letter in the given format before Jan 31st for each year irrespective of sanctioned date along with bank details.
- ✚ Incentives will be given only based on the released amount and not on the sanctioned amount.
- ✚ The code of Research ethics should be followed as described by Ministry of Higher Education, India. Incentives allotted under each category:
 - PI who has individual research grant above 2 Lakhs to 50 Lakhs will be eligible for 5% of the total grant.
 - PI who has individual research grant above 50 Lakhs to one Crore will be eligible for % of the total grant.
- ✚ PI who has individual research grant above one crore will be eligible for 10 % of the total grant.

As this being a tentative scheme, the Research criteria and modalities will be amended then and there, by the Institution

TACW POLICY FOR NATIONAL /INTERNATIONAL FELLOWSHIP

Introduction

This policy aims to enhance existing research capabilities in TACW and introduce emerging areas of research. Research Fellowships, particularly, Postdoctoral Fellowship (PDF's) is important enabling steps in grooming young researchers. As researchers, they can make significant contributions to their chosen field under supreme guidance of top researchers in the world. In all disciplines, the principal objectives of any fellowships are to broaden/enhance their research expertise and to reinforce the background. In this context, this policy is divided into two parts.

- ✚ Short term fellowship where faculty member can visit abroad to pursue research work in university of repute for 1 to 6 months. The letter of intent and support from host institute should be provided by the faculty member at the time of applying for short term fellowship.
- ✚ Long term fellowship where the faculty member can visit abroad to pursue research work in form of postdoctoral fellow for 1 year may be extended up to 2 years in the same organization. In such cases where extension is required, the host institution shall write to the Principal of TACW and the final decision will be by the higher authorities of TACW

Support from TACW

TACW is committed to provide all type of support to its faculty member ranging from career advancements to cutting-edge facilities. The supports that TACW will provide to faculty members are:

- ✚ For short term fellowship TACW will provide leave with full pay for the maximum period of three months and half pay up to next 3 months subject to fulfilling the expectations. TACW will also ensure that faculty will be considered for regular appraisals at the time of joining back based on the research achievements.

The benefits shall be applicable for

- ❖ Top 1000 Universities by Times Higher Education World University ranking
- ❖ Top 1000 Universities by QS World ranking,

- ❖ Top 500 Universities ranked by Academic Ranking of World Universities
- ❖ Top 200 Universities ranked by QS BRICS
- ❖ Top 200 Universities ranked by QS Asia and
- ❖ Top 200 Universities ranked subject-wise by QS.

For long term fellowship, it is expected that the faculty receives financial support from the host institute and the faculty will be given leave without pay and their position in the TACW will be protected. TACW will also ensure that faculty will be considered for regular appraisals at the time of joining back based on the research achievements. As a special gesture even for long term fellowships TACW will provide pay to the extent as per the table given below:

University Rank*	Salary
Top 20	50% of Salary
21 to 50	40% of Salary
51 to 100	30% of Salary
100 to 200	20% of Salary
201 to 500	10% of Salary

World University rankings as per Times Higher Education or QS Faculty Member can also avail TACW Sponsored Travel Grant and their Earned Travel Grant as per terms and condition of RD policy.

Process

- ✚ Faculty member must fill the application form for availing Long/Short Term Fellowship in a prescribed format given in Annexure and will submit to Department of Research Collaboration, R&D for further action.
- ✚ R&D will review the application form; opinion may be taken from the panel consisting of experts.
- ✚ R&D will take inputs from respective HoD and submit for approval from Research Advisory committee & higher authorities.

Eligibility

- ✦ Should hold a Ph.D. degree
- ✦ Should be a regular employee
- ✦ Minimum one year experience at TACW

Expectations

- ✦ Expected to publish the results of the research they have conducted during the period with both affiliations i.e. TACW and host institute.
- ✦ For short term fellowships, faculty members are expected to come out with two research papers indexed both in WoS and Scopus within next one year.
- ✦ For long term fellowships, faculty members are expected to come out with three research papers indexed both in WoS and Scopus per year.
- ✦ Faculty must serve double the time in TACW he/she spent for fellowship. For example, if a faculty member has spent one year on fellowship, he must spend two years with TACW after joining back. If faculty member resigns from the services during the fellowship period or the period he/she supposed to serve in TACW after the term of fellowship, then he/she shall be liable to pay double the amount of compensation to the TACW as required normally.

Application Form for Applying Short/Long Term Fellowship

Name of the Faculty: Department _____

Faculty UID: Designation: _____

Name of the Fellowship:

Funding Programme:

Country:

Application for: Short Term Fellowship Long Term Fellowship

Name of the host University offering fellowship: Ranking status of the host

University:

Period from:

Period to:

Letter of Confirmation from host University attached (Yes/No)

If No, please provide reason:

I will abide all the conditions mentioned in the fellowship policy.

Additional Remarks by Applicant:

Date and Signature of Applicant:

Remarks by HOD

Date and Signature of HOD

Remarks by RAC

Date and Signature of RAC Committee Members

Remarks by Dean R

Date and Signature of Dean R

Approval of Pertinent Authorities