



Sai Ram Engineering College

An Autonomous Institution | Affiliated to Anna University & Approved by AICTE, New Delhi
Accredited by NBA and NAAC "A+" | An ISO 9001:2015 Certified and MHRD NIRF ranked institution

Sai Leo Nagar, West Tambaram, Chennai - 600 044.



R&D Policy Document



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Sri Sai Ram Engineering College

Vision

The vision of the Research and Development department is to Establish Academic and Industry oriented Research and development activities in the College and raise them to a high level of excellence on par with National and International Institutions.

Mission

The vision to be achieved by conducting active research in the following fields M1-

Funded Projects	M2-Academic Research
M3-Industrial Consultancy	M4-Industrial Research
M5- IPR – Patents submission	M6- Basic Research

Objectives

Sri Sairam Engineering College has promoted meaningful Research and Development activities with a vision and mission to pursue and promote Research in recent Technologies, to strengthen and expand the research activities in the college.

Research policy is made to create good infrastructural facilities and conducive environment to inculcate research culture. The research policy made to Promote, Coordinate and Implement Research and Development Programs.

Major Objectives are:

- To promote research activities in frontier areas of science and technology
- To enhance the research output of the institute by research paper publication in referred journals and reputed conferences
- To promote Institute-R&D Organization-Industry Collaboration
- To encourage Core Competence and Consultancy work
- To organize various workshops/seminar/trainings related to promotion of research
- To create awareness about filing Patents & IPR
- Effective management Ph.D. Program

The significant factors indicating potential growth in the research activities includes the enhancement in the research publications in peer reviewed international journals, Research Projects grants, Patents, Collaborations, Doctoral program and Faculty development.

Research Publications

Tireless efforts are taken in the research activities; the college has to its credit many research publications in National and International peer reviewed Journals. The faculty members have also presented research papers in various reputed national and international conferences.

Research Projects

The departments of the college have received a number of research grants from agencies like DST, AICTE and DAE over a period of time.

Research and Development Policy

The research policy of Sri Sai Ram Engineering College aims to create a research culture amongst the faculty and students. This would enable the faculty and students enrich their knowledge and enable them to reach high levels of knowledge and research activities. The policy which is in line with the Mission and vision of the college would enable the researchers to conduct a safe research and establish high quality standards for the same. This would lead to new products being developed at the college level by faculty and students. Research would be conducted in an ethical way following all the norms.

The college having achieved high level in the academic field winning several laurels by faculty and students is emerging as an excellent research hub with a number of Research centres. Graduate students and faculty use the facility to register for Doctoral degrees. Understanding completely about the emerging research trends in interdisciplinary Research areas globally, the activities of the college are planned. A Research Advisory Board has been formed in the college to monitor the research activities. Department Research coordinators send research reports once in a month. Micro and macro research trends are

department is formed to suggest various students projects to the Head of the Department that can be made as a product, which can be commercialized.

Research Advisory Board members

Sl. No	Name of the Member	Position	Designation	Institution
01	Dr.K.Porkumaran	Chairperson	Principal	Sri Sai Ram Engineering College
02	Dr.R.Brakaspathy	External Member	R&D Advisor,	IITM(IC&SR).
03	Dr.K.Srinivas Reddy	External Member	Professor	Department of Mechanical Engineering, IITM, Chennai
04	Dr.V.Masilamani	External Member	Associate Professor & HoD CSE	IIIT D&M, Kanchipuram
05	Ms.Sudha Duraiswami	External Member	Associate Manager,	Ports & Marine Terminals Worley, India
06	Dr.Sai Narayanan	External Member	Technical Director	HCL, India
07	Dr.G.M. Bhalerao	External Member	Scientist D	UGC-DAE-CSR, IGCAR, Kalpakkam
08	Dr.M.Arivanandhan	External Member	Professor	Centre for Nanoscience and Technology, Anna University, Chennai
09	Dr.S.Ramachandran	Internal Member	Professor and Dean R & D	Sri Sai Ram Engineering College
10	Dr.A.Rajendra Prasad	Internal Member	Professor and Dean Student Affairs	Sri Sai Ram Engineering College
11	Dr.J.Raja	Internal Member	Professor and Dean Academics	Sri Sai Ram Engineering College

12	Dr.C.R.ReneRobin	InternalMember	Professorand Dean Innovation	Sri Sai Ram EngineeringCollege
13	Dr.S.Vaidhyanathan	InternalMember	Professor (Permanent Memberand Observer)	Sri Sai Ram EngineeringCollege
14	Dr.K.Venkataraman	InternalMember	Professor	Sri Sai Ram EngineeringCollege
15.	Dr.S.Sumathi	InternalMember	Professor	Sri Sai Ram EngineeringCollege
16	Dr.C.Nayanatara	InternalMember	Professor	Sri Sai Ram EngineeringCollege
17	Dr.N.Sivakumar	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
18	Mr.S.Ravindran	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
19	Dr.S.Samundeswari	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
20	Dr.K.Suresh	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
21	Dr.J.Thamilselvi	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
22	Dr.R.Bhoopathi	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
23	Dr.N.Suganya	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
24	Dr.S.Sankari	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
25	Mr.R.Sivaprasad	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
26	Dr.G.Ravi	InternalMember	Asst. Professor	Sri Sai Ram EngineeringCollege

27	Dr.S.Durgadevi	InternalMember	Associate Professor	Sri Sai Ram EngineeringCollege
28	AllHoDsandDeans	Permanent Members	---	Sri Sai Ram EngineeringCollege
29	AllPIsandCo-PIsof funded projects	Permanent Members	---	Sri Sai Ram EngineeringCollege

DepartmentResearchCo-ordinators

Sl No	Nameofthefaculty&emailid	
1	Dr.P.Kalaiselvi	kalaiselvi.it@sairam.edu.in
2	Dr.R.AshokGandhi	ashokgandhi.mech@sairam.edu.in
3.	Dr.C.Nayanathara	nayanathara.eee@sairam.edu.in
4.	Ms.R.Uma	uma.cse@sairam.edu.in
5.	Ms.A.Ambika	ambika.eee@sairam.edu.in
6.	Dr.SwagataSarkar	swagata.ei@sairam.edu.in
7.	Dr.G.SatishKumar	sathishkumar.phy@sairam.edu.in
8.	Dr.S.DhineshKumar	dhineselvaraj@gmail.com
9.	Dr.J.Arunarasi	arunarasi.ece@sairam.edu.in
10.	Mr.A.Nareshkumar	nareshkumar.csbs@sairam.edu.in
11.	Mr.AhsanShariffM	ahsan.cj@sairam.edu.in
12.	Dr.P.Kalaiselvi	kalaiselvi.ai@sairam.edu.in
13.	DR.G.Puthilibai	puthilibai.che@sairam.edu.in
14.	Dr.N.Suganya	suganya.civil@sairam.edu.in

The research council meets once in six months to discuss about various activities and to accept the requirements for conducting interdisciplinary research. Research advisory boards are established with professors from institutes of technology and abroad. A team of experts from various fields of engineering and technology visit the college to provide necessary input to the faculty in the latest areas of science and technology.

With the research potential of the faculty, publications in journals of repute, conferences conducted, patents filed and funded projects earned by them etc, the college has established itself have established 10 research centres in the campus affiliated to Anna University for doing independent research leading to doctoral degrees.

In order to inculcate the research activities in the young minds of students, a student's research council is established in the college to train the students based on the knowledge gained by them while doing the course work and lateral thinking. Faculty is encouraged to do consultancy work in industries.

Code of Ethics for Research

Purpose Research and development comprise of systematic work undertaken to enhance and increase the knowledge of faculty, culture, and society for inventing new products. It is a culmination of activities original as well as innovative that encompass academic, professional, and technological domains. Research demands freedom of choice all the while comprehending their implications as well to maintain benchmarks requires rigor and integrity. Research shall therefore comply with ethical, legal, and professional bounds. The repute of the college relies on standards and ethics that it propagates in rendering research activities carried out by the scholars. The code hence intends to outline the mannerisms of research scholars registered for their doctoral program in dealing with the academic community, contemporaries, and public at large in terms of disciplines and behavior all the while being sincere and diligent to uphold the mission of the college.

1. Ethical dimensions of research

The widely accepted five ethical dimensions of academic research are;

- a) Normative ethics - includes determining what is right and wrong
- b) Compliance - includes instituted policies and regulations at the college
- c) Rigor and reproducibility

- d) Social Value
- e) Workplace relationships

2. Institutional responsibilities

The college is committed to ensure research activities that are facilitated to the highest of standards as well as upholding legal, ethical, and safety norms. The institutional responsibility inherently is individuals' professional responsibilities on behalf of the college. The college formulates research governance framework via policies and procedures. Facilitates for training and development programs and appropriate mentoring which would enable the skill up-gradation and consequential support for career development are provided by the college.

3. Leadership and supervision

Leadership in the context of this code is to motivate/inspire to act in a way that benefits the college. Leaders, the research supervisor, are expected to foster a conducive environment to promote sound research. The research supervisor shall maintain a professional supervisor-supervisee relationships and assign credit appropriately

4. Training and mentorship

The academic departments shall facilitate directions and coordination to in filter the policies to all funding agencies. The departments shall ensure the appropriate use of licensed research resources and IPR as well as gear up the concerned administrative and technical personnel for accurate recordkeeping and providing technical assistance for research.

5. Good practice of research scholars

Some of the practices and attributes that research scholars must possess and exhibit that are deemed key for undertaking good research are; Sincerity and Dedication:

Every research scholar should be sincere in the work culture. They should be dedicated and devote their time only to research works.

6. **TimeManagement:**

Time spent on unproductive work will never fetch anything. Care should be taken to chart out a timeline for completing the given task and submit the thesis.

7. **Honesty**

This refers to being accurate and truthful about one's self, one's work, and in acknowledging the work of others; reporting all the findings; and making valid interpretations and claims.

8. **Rigor**

To choose and adhere to appropriate methods; draw conclusions; and communicate the results.

9. **Transparency**

Report data collection methods; analyze and interpret data; and make findings widely available, including to the general public.

10. **Respectandcare**

Exhibit care for all research participants and the environment. Conduct respectfully towards others scholars, staff, and faculty. Trust: Exhibit mutual trust to encourage the free exchange of ideas.

11. **Fairness**

Ensure fairness in institutional standards, practices, and procedures as well as in interactions between members of the research groups.

12. **Responsibility**

Uphold high standards of conduct in learning, teaching, and research □ responsibly for promoting academic integrity, among all members of the college.

13. Legality

Observe valid legal norms related to the conduct and publication of research, particularly in relation to copyright, the intellectual property rights of third parties, the terms and conditions regulating access to research resources, and the laws of libel.

14. Research funding

Financial assistance is a matter of pride and privilege for a researcher. Utmost care must be exercised by a researcher in; Familiarize themselves with the terms and conditions of any funding agreement (grant or contract and whether from public, government funding bodies, industry, or other), to ensure that they fully understand the implications of those terms. Once the funding has been accepted, researchers must ensure that they observe and fully comply with the terms and conditions of any grant or contract. Adhere to all Financial Regulations and Procedures including those related to purchasing or procurement of materials, equipment, or other resources for research, the hiring of research project staff, and expenses. Use and manage financial resources responsibly and sustainably and following the terms and conditions of the funding agency and the University. Co-operate with any financial monitoring and audit. Any concerns, irregularities, or events which can result in unforeseen financial consequences, should be reported to the supervisor and the University as soon as they become apparent.

15. Ethical values of research scholars

Upholding ethical values are vital to good research and the college promotes such research activity. Some of them are; be very punctual, dedicated, and sincere in all academic work. Research data collected should be synthesized as per the procedure laid down. Research results to be reported should be following standard practices.

Publication status should not be manipulated or misrepresented.

Need to keep their undertakings and agreements honestly.

Keep quality in the paperwork and records of research activities, such as literature review, research design, data collection, data analysis, interpretation, drafted manuscripts and its communication with recognized journals. Need to respect patents, Copyrights, and other forms of intellectual property. Strive to protect confidential communications, such as manuscripts, projects, or grants submitted for publication, personnel records, deals or military secrets, and patient records used for requisite research.

Endorse social wellbeing and to prevent or lessen social harms through research, public education, and promotion and care to safeguard the environment.

16. Academic

Freedom, integrity, and responsibility Integrity, accountability, and responsibility are important in research. Academic freedom to all researchers to pursue knowledge and conduct advanced research without unreasonable interference or restriction from any quarters, norms, law, institutional regulations, or public pressure is provided. Research findings, to publish data and conclusions without control or censorship, in the manner, it is considered professionally appropriate.

17. General responsibilities

The college recommends every researcher to consider ethics and moral philosophy sincerely, those that address morality.

18. Intellectual Property Rights (IPR)

The College deems fit to encourage and facilitate successful utilization of intellectual property rights. Intellectual Property is the product of innovative, diligent, creative, and intellectual effort.

There are three different categories of patents,:

i). Utility Patent: A utility patent protects the creation of a new or improved product, process, and composition of matter, or machine that is useful.

ii). Design patent: A design patent protects the ornamental design of a useful item.

19. Publication and Authorship

All researchers are expected to publish and disseminate the results of their research in an open, honest, transparent, and accurate manner, and via all appropriate media such as journal papers, books, reviews, software, a data repository, or conference proceedings. While both The Intellectual Property rights regulations and the requirements of research contracts must be satisfied. Research scholars must acknowledge and attribute all sources used in the research in line with their specific discipline citation and referencing convention.

20. Research misconduct

Misconduct in academic research implies but is not limited to fabrication, falsification, plagiarism, or deception in proposing, carrying out, or reporting results of research and deliberate, dangerous, or negligent deviations from accepted practice in carrying out research. It includes failure to follow an agreed protocol if and when this failure results in unreasonable risk or harm to persons, the environment, and when it facilitates misconduct in research by collusion in, or concealment of, such actions by others. The college demands that research misconduct is to be abhorred by a researcher and further states that “research misconduct does not include honest error or differences of opinion”.

Misconduct includes but is not limited to the following acts:

- i) **Plagiarism** : The deliberate copying of ideas, text, data, or other work (or any combination thereof) without due permission and acknowledgment. Plagiarism is "the appropriation of another person's ideas, processes, results, or words without giving appropriate credit".
- ii) **Piracy** : The deliberate exploitation of ideas from others without proper acknowledgment
Abuse of Intellectual Property Rights : Failure to observe legal norms regarding copyright and the moral rights of authors.
Abuse of Research Resources: Failure to observe the terms and conditions of institutionally licensed research resources.
- iii) **Plagiarism detection**
Plagiarism check should be followed by all the research scholars. The "plagiarism detection tools " available to detect plagiarism in the research documents should be used for this purpose.

An Ethics committee is organized with the following members:

1. Principal
2. Dean Students
3. Department Heads

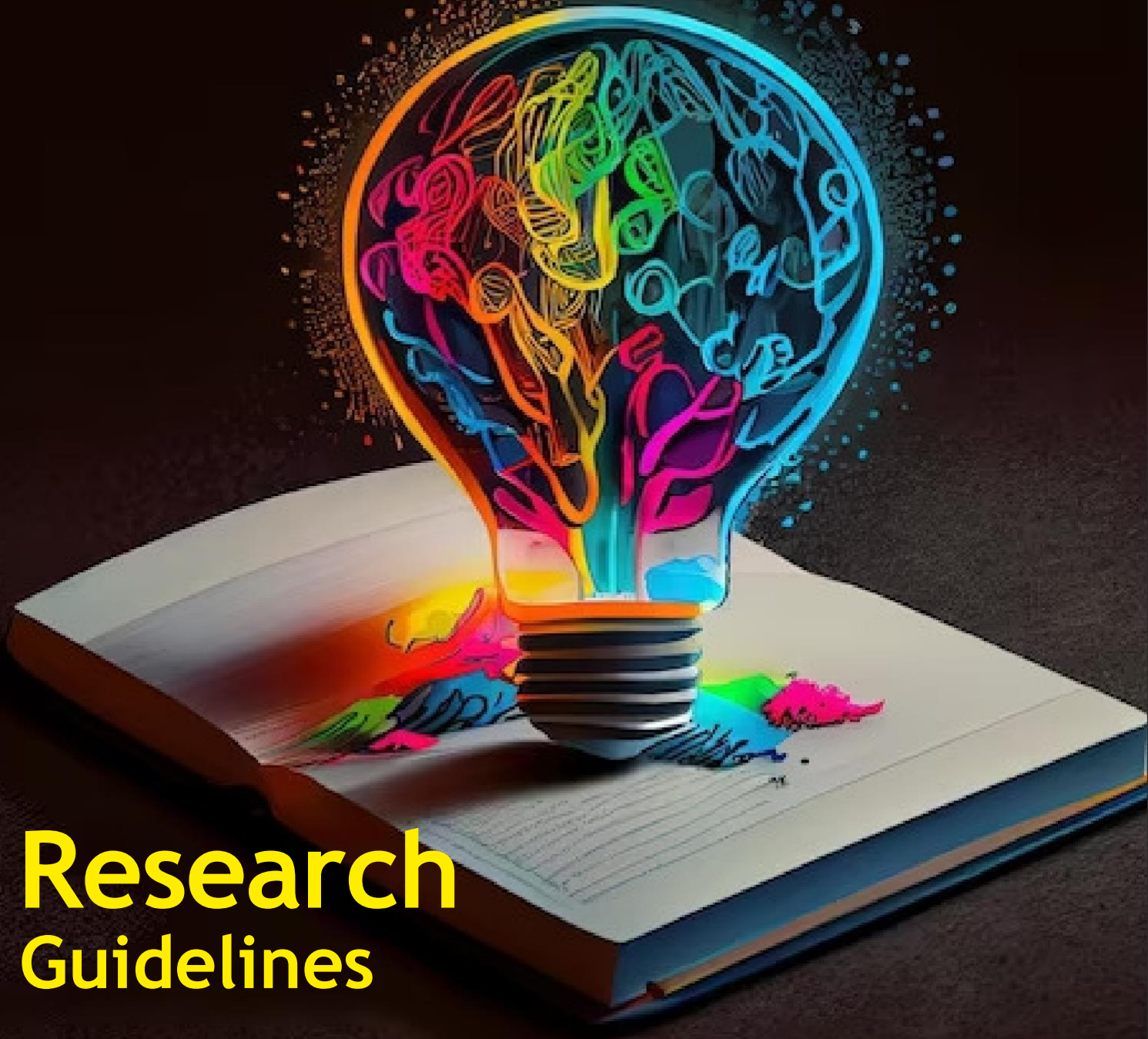


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Sairam
INSTITUTIONS



Research Guidelines





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GUIDELINES–ACADEMIC/SPONSOREDRESEARCH,CONSULTANCY&PATENT			
Doc.No:SriSaiRamEngineeringCollege/Ph.DGuidelines 2023		Rev 2.0	July2023
I.GuidelinesforDoctorofPhilosophy			
1 Ph.DProgramme			
1.1 FulltimePh.D.Programme			
		1.1.1	Eligible Candidates under Full time shall do research work under Anna University Recognised departments of Sri Sai Ram Engineering College and shall be available during the working hours for curricular, co-curricular and related activities.
		1.1.2	Full time scholar shall necessarily sign in the attendance register and register his/her biometric attendance on all working days at the respective research departments of Sri Sai Ram Engineering College.
1.2 Part-timePh.D.Programme			
		1.2.1	Eligible Candidates sponsored by the respective employers shall do research work under Anna University recognised departments of Sri Sai Ram Engineering College in Part-time.
		1.2.2	Eligible Candidates of Sri Sai Ram Engineering College can carry out research work with any UGC recognised universities in India. They should submit all the relevant necessary documents to the Centre for Research, Sri Sai Ram Engineering College.
1.3 ChangeofCategory(FulltimetoparttimeorViceVersa)			
		1.3.1	The change of category (Full-time to Part time or Vice-Versa) shall be approved only once in the tenure, subject to submission of necessary documents to Centre of Research, Sri Sai Ram Engineering College along with the recommendation of the Supervisor, Head of the Department and Dean (Research), Sri Sai Ram Engineering College.
2 Admission			
2.1 AdmissionProcedure			
		2.1.1	Ph.D Selection and Eligibility are followed as per Anna University(AU) regulations (Visit https://annauniv.edu/research) / UGC recognised universities in India and submit through proper channel to the Centre for Research, Sri Sai Ram Engineering College before the due date as indicated in the notification issued by the University.
2.2 DurationofPh.D.Programme			
		2.2.1	The duration of the programme and the time for submission of Thesis are counted from the date of provisional registration issued by Anna University or the respective UGC recognized University.
		2.2.2	As per the Anna University regulations, the maximum duration of the programme in Engineering, Technology and allied programmes for Full- time/part-time shall be three years. The minimum duration of the programme in Science & Humanities for Full-time/part-time shall be three years. The maximum duration for the programme shall be six years.



		2.2.3	The candidates must be stipulated with the minimum and maximum duration of the Ph.D program as per the guidelines of the respective UGC recognized University.
	2.3	Extension of Maximum Duration	
		2.3.1	Scholars who do not submit the thesis within the maximum duration of the programme (six years) shall apply for extension of time three months before the completion of six years recommended by the supervisor through Centre for Research, Sri Sai Ram Engineering College as per University guidelines.
		2.3.2	In such cases, a maximum grace period of one year, beyond the normal maximum period of six years shall be granted by the Director (Research), AU to enable the scholar to submit the Synopsis and Thesis. However, the final six months grace period shall be granted by the Centre for Research, AU only if the scholars submit the synopsis and apply for extension with the recommendation of the Supervisor, at least one month prior to the expiry of the previous extension. Double the semester fees as prescribed from time to time shall be paid beyond the maximum duration.
		2.3.3	If the scholar fails to submit the Thesis within the extended period, the registration shall be cancelled and the name be removed from the rolls by the Anna University as per the University guidelines. In case, if the norms specified in the regulation of Anna University is not met by the scholar, the registration is liable for cancellation administratively by the Anna University.
3	Supervisor		
	3.1	Supervisor Recognition	
		3.1.1	The applicant for Supervisor recognition shall submit the application to the Centre for Research, Sri Sai Ram Engineering College. <ul style="list-style-type: none"> a. Regular Full-time Professor shall have at least five publications to his/her credit. Out of the five journal publications, a minimum of four publications must be from the journals listed in the Centre for Research website and one publication in UGC-CARE listed journal in the relevant field. b. Regular Full-time Associate Professor shall have at least five publications to his/her credit. Out of the five journal publications, a minimum of three publications must be from the journals listed in the Centre for Research website and two publications in UGC-CARE listed journals in the relevant field. c. Regular Full-time Assistant Professor shall have at least three publications to his/her credit. Out of the three journal publications, a minimum of two publications must be from the journals listed in the Centre for Research website and one publication in UGC-CARE listed journal in the relevant field.
		3.1.2	The application for supervisor recognition shall be processed by Centre for Research, Sri Sai Ram Engineering College and may be considered based on the publication and experience of the applicant under extraordinary conditions which shall be recommended for the approval.
		3.1.3	Supervisors working in the non-recognised research Departments of Sri Sai Ram Engineering College shall function only as Joint Supervisor which shall also be brought to the notice of Centre for Research, Sri Sai Ram Engineering College for approval.



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	3.1.4	The applicant for Supervisor recognition shall abide the rules and regulations of the respective UGC recognised University. Also, the recognized supervisor details and all relevant documents must be submitted to the Centre for Research, Sri Sai Ram Engineering College.
3.2	Registration Under Recognized Supervisor	
	3.2.1	As per the Anna University regulations, a maximum of registrations shall not exceed 8 / 6 / 4 by Professor / Associate Professor / Assistant professor respectively at any time.
	3.2.2	The maximum number of registration must be stipulated as per the respective UGC recognised University regulations at any time.
3.3	Change of Supervisor	
	3.3.1	Change of Supervisor for a research scholar shall be forwarded by Centre for Research, Sri Sai Ram Engineering College and recommended for approval on valid reasons based on the regulations of Anna University along with the request of the Supervisor and / or the recommendation of the Head of the Department of the Supervisor to take care of the administrative and research responsibilities of the scholar.
	3.3.2	Change of Supervisor for a research scholar with other UGC recognised university shall be properly reported to the Centre for Research, Sri Sai Ram Engineering College through appropriate channel.
3.4	Violation of Regulations by the Supervisor / Joint Supervisor	
	3.4.1	Any violation of Anna University Ph.D. regulations by the Supervisor / Joint Supervisor shall lead to the withdrawal of his/her supervisorship either permanently or for a maximum periods of five years and he/she shall be debarred from guiding the scholars for any research programme in the University till such period by Anna University.
	3.4.2	Any violation of Ph.D regulations of the respective UGC recognised university by the Supervisor / Joint Supervisor should abide the concerned guidelines of that University and subsequent actions must be reported to the Centre for Research, Sri Sai Ram Engineering College through appropriate channel.
4	Doctoral Committee	
	4.1	There shall be a Doctoral Committee for every scholar to monitor the progress of research work. For every scholar, the Supervisor shall furnish 2 panels of 3 each with Doctoral qualification in the field of proposed research as per the regulations of Anna University.
	4.2	All the Doctoral Committee meetings shall be conducted at the Centre for Research, Sri Sai Ram Engineering College in the presence of Dean (Research), and Head of the Institution, Sri Sai Ram Engineering College. However, the meetings of Doctoral Committee should be informed to the Head of the Institution with a copy to Dean (Research), Sri Sai Ram Engineering College well in advance.
	4.3	Change of Doctoral Committee member for the scholar based on the request of the supervisor under extraordinary circumstances permitted by Anna University shall be brought to the notice of Centre for Research, Sri Sai Ram Engineering College.



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5		Programme Structure	
	5.1	Course Work	
	5.1.1	The Doctoral Committee of a scholar shall meet within three weeks from the date of communication of his/her provisional registration to prescribe the course works.	
	5.1.2	<p>A minimum of four course works of 12 Credits relevant to the area of research and offered under any approved PG programme of the University shall be recommended by the Doctoral Committee which shall be verified by Centre for Research, Sri Sai Ram Engineering College to ensure that the scholar has not undergone the same in his/her PG programme.</p> <p>The Doctoral Committee may also consider recommending relevant PG-level Online Courses from NPTEL (up to a maximum of 4 courses) as an alternative to the course works prescribed above (Refer to Clause 13.1.2 of Ph.D. Regulations 2020). The courses which are evaluated and certificates with grades/marks issued alone will be considered.</p>	
	5.1.3	The scholar shall attend the classes along with PG students and will be evaluated in the same relative grading scale of the course work. The relevant supporting documents/records shall be submitted after due audit to Centre for Research, Sri Sai Ram Engineering College.	
	5.1.4	No change in the course work prescribed shall be made without the approval of the Doctoral Committee through the Centre for Research, Sri Sai Ram Engineering College.	
	5.1.5	Regularly offered PG Electives shall not be taken as Special Electives and the scholar shall wait to undertake such course work when it is offered to the PG students in the Department.	
	5.1.6	If any course work, specific to the area of research, has to be newly designed, the such course work shall be formulated as a Special Elective to be covered in not less than 45 contact periods of instruction and the course work syllabus shall be designed by the Supervisor, recommended by the Doctoral Committee and Centre for Research, Sri Sai Ram Engineering College. These course works shall be of PG level. A scholar shall be permitted to undertake only one such Special Elective with due approval from Centre for Research, Sri Sai Ram Engineering College. If any approved Elective is not offered to PG students and attended by less than 5 research scholars, such course work shall be considered only as Special Elective.	
	5.1.7	In the case of Special Elective, details of contact classes shall be maintained in the attendance register. The evaluation pattern for internal assessment will be similar to that of documents/records shall be submitted after due audit to Centre for Research, Sri Sai Ram Engineering College.	
	5.1.8	The scholars shall secure a CGPA of 7.0 in the course works in order to become eligible for the comprehensive examination. The scholar who fails to secure a CGPA of 7.0, with the recommendation of the Doctoral Committee and Centre for Research, Sri Sai Ram Engineering College, he/she shall undertake one more course work relevant to the area of research offered under any approved PG programme of the Anna University or rewrite the examination from any one of the course works (other than the Special Elective) undertaken, to improve the CGPA to 7.0 (Best four course works shall be considered, if additional course work is undertaken). A pass in the Comprehensive Examination is required for provisional confirmation of Ph.D. registration.	



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	5.1.9	The prescribed course works shall normally be completed within two years from the date of provisional registration for both Full time and Part-time scholars. If the scholar fails to complete the confirmation of provisional registration beyond three years after his/her registration for the Ph.D programme, the registration of the scholar shall stand cancelled as per Anna University regulations.
	5.1.10	Mark Statement/Provisional confirmation of the course work to be submitted to the Centre for Research, Sri Sai Ram Engineering College immediately after receiving the same from the University. Course work approval copy should be sent to the Principal, Exam cell and Centre for Research.
5.2	Comprehensive Examination	
	5.2.1	On the successful completion of the prescribed course works, as evidence by the grade sheet issued by the Controller of Examinations, Anna University, the Doctoral Committee shall conduct a comprehensive (Written and Oral) Examination for every scholar to test the background knowledge of the scholar in the area of specialization and allied areas. The result of this examination and the results of the course works shall be detailed in the minutes of the Doctoral Committee and forwarded through Centre for Research, Sri Sai Ram Engineering College to Anna University for confirmation of the provisional registration and to proceed further with his/her research work, within two months from the date of the Comprehensive Examination held.
	5.2.2	If the performance of the scholar is not approved by the Doctoral Committee based on the results of Comprehension Examination, a grace period of six months shall be given with due approval through Centre for Research, Sri Sai Ram Engineering College and then at the end of which the scholar shall be re-examined. If found satisfactory, the scholar is provisionally confirmed and is permitted to proceed with his/her research work. Otherwise the provisional registration granted to the scholar shall be cancelled as per the Anna University guidelines.
6	Monitoring the Progress of the Scholar	
	6.1	Commencing from the date of provisional registration till the submission of thesis, all research scholars shall submit the progress report and registration renewal form in the prescribed format duly signed by the Supervisor, Head of the Department of the Supervisor and Centre for Research, Sri Sai Ram Engineering College at least three weeks before the end of every semester.
	6.2	At the Centre for Research, Sri Sai Ram Engineering College, One Seminar presentation shall be given by the scholar before the confirmation of the provisional registration and another presentation prior to the submission of synopsis. Both Seminars shall be open to faculty members and research scholars.
	6.3	After the confirmation of provisional registration, the progress made by the research scholars shall be reviewed by the Doctoral Committee once a year and shall submit the review report to Centre for Research, Sri Sai Ram Engineering College.



7 Submission of Synopsis	
7.1	The scholar shall be permitted to submit the Synopsis only after obtaining the confirmation of provisional registration and completion of the minimum duration of the programme applicable to the scholar. However, a scholar shall be permitted to submit the Synopsis (after obtaining confirmation) three months prior to the completion of his/her minimum duration, provided the scholar has published two research articles (and the journal concerned) in referred impact factor journals in the field of specialization as first author or second author, if the Supervisor is first author, based on his/her research work and specifically recommended by the Doctoral Committee and Centre for Research, Sri Sai Ram Engineering College. Publications of the scholars where a PG student is a corresponding author shall not be considered for processing of his/her Synopsis.
7.2	The scholar shall not publish research article with similar contents in part or full in more than one journal, which would result in Self Plagiarism.
7.3	The scholar shall make a presentation to the review committee consist of the Supervisor, Head of the Department, Dean (Research), and Head of Institution, Sri Sai Ram Engineering College for the Synopsis approval.
7.4	The Scholar should provide a plagiarism report from "URKUND" Software/any other relevant plagiarism tool as prescribed by the concerned University for the Synopsis and all Published/accepted Papers listed in Synopsis. The report is mandatorily obtained from the Supervisor login of the software.
8 Submission of Thesis	
8.1	Thesis shall be prepared in accordance with the format and specification prescribed by the Anna University. One copy of thesis in PDF format (to be uploaded) and a hard copy shall be submitted only after the acceptance of Synopsis and within three months from the date of approval of the synopsis by the Doctoral Committee and Centre for Research, Sri Sai Ram Engineering College along with one hard copy of the abstract of the Thesis each in English and Tamil (in about 400 words). Under extraordinary circumstances, submission of Thesis shall be permitted up to a maximum period of six months, with prior approval from the Principal through Centre for Research, Sri Sai Ram Engineering College and shall be submitted for the approval of Anna University.
8.2	The Review Committee, Sri Sai Ram Engineering College shall scrutinize the thesis to assess the overall layout, contents and the quality of presentation of the Thesis. Also, ensure the submission of plagiarism report obtained from the Supervisor login of the URKUND software/any other relevant plagiarism tool as prescribed by the concerned University. The deviation, if any, shall be rectified by the scholar in consultation with the Supervisor and the same shall be approved by the Centre for Research, Sri Sai Ram Engineering College
9 Oral Examination	
9.1	On receipt of the Thesis evaluation reports, the Doctoral Committee shall meet at Centre for Research, Sri Sai Ram Engineering College within three months and recommend a panel of three experts (Other than the Parent Institution) from different recognized institutions within India, along with their publication details in the last five years for constitution of an Oral Examination Board. No two experts shall be from the same Institution.



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9.2	The Oral examination shall be only be conducted at Sri Sai Ram Engineering College within three months as "Open Defense Type" Examination. The Oral examination should not be conducted on Saturday, Sunday and public holidays. The circular for the same shall be communicated subjected to the approval through Centre for Research Sri Sai Ram Engineering College to the Anna University faculty members/ research scholars/ other departments/ other Institutions, at least one week prior to the Viva-Voce Examination. A minimum of thirty members excluding Oral Examination Board members shall be present for the Viva-Voce Examination.
9.3	On satisfactory completion of the Viva-Voce Examination, the scholar shall submit the corrected Thesis in A5 size in accordance with the format and specification prescribed by Anna University, duly certified by the supervisor and Joint Supervisor, if applicable, that all the corrections have been incorporated in the Thesis as suggested by the examiners. One Hard copy of the corrected Thesis shall be submitted to the Main Library, Sri Sai Ram Engineering College and Soft copy of the thesis should be uploaded in the University website.
9.4	On receipt of the Thesis evaluation reports by other UGC recognized university; The Oral examination shall only be conducted by their norms, and the reports of satisfactory completion of Viva-voce examination must be submitted to the Centre for Research, Sri Sai Ram Engineering College through proper channel. Subsequently; a copy of the Ph.D. Degree shall also be submitted to the Centre for Research, Sri Sai Ram Engineering College.
10	Award of the Ph.D Degree
10.1	If the report of the Oral Examination Board is SATISFACTORY, the scholar shall be awarded Ph.D. Degree with the approval of the Syndicate, Anna University. A copy of the Ph.D. Degree shall be submitted to the Centre for Research, Sri Sai Ram Engineering College.



Annexure – I: Research Scholar – Ph.D. Programme – Submission of documents / Records etc., to Centre for Research, Sri Sai Ram Engineering College

A separate file for individual scholar shall be maintained by the respective supervisor and research scholar and shall be periodically updated by the concerned scholar. The scholar shall submit a copy of the following supporting documents/records/certificates and any other relevant information at the Centre for Research, Sri Sai Ram Engineering College to monitor the progress of the scholar as and when required for annual audit purposes.

A.1.1	Filled in Application Forms submitted to Sri Sai Ram Engineering College along with necessary supporting Documents/ Certificates.
A.1.2	No Objection Certificate issued by Sri Sai Ram Engineering College Management.
A.1.3	Filled in Application Forms submitted to Anna University along with necessary supporting Documents / Certificates.
A.1.4	Provisional Registration issued by Anna University.
A.1.5	Notifications of all Doctoral Committee Meetings.
A.1.6	Recommended Course Works by the Doctoral Committee and Approval issued by Anna University.
A.1.7	Filled in Registration Forms for the prescribed Course Works.
A.1.8	Audited Attendance Information's and log books etc., for the prescribed Course Works.
A.1.9	Audited Internal Assessment Information's and Mark Sheets etc., for the prescribed Course Works.
A.1.10	Grade Sheets for the prescribed Course Works issued by Anna University.
A.1.11	All the Progress Reports.
A.1.12	Notification, Results and Recommendation for the Comprehensive Examination held.
A.1.13	Provisional confirmation issued by Anna University.
A.1.14	Approval for the Change of Category (Full time to Part time or Vice-Versa)/ Change of Supervisor/ Change of Doctoral Committee member/ Change of Coursework/ Change of Workplace of Scholar or Supervisor or Both/Break of Study/Registration renewal/Extension of Maximum Period if any, issued by Both Sri Sai Ram Engineering College management and Anna University.
A.1.15	Seminar Presentation Report and Recommendation by Doctoral Committee.
A.1.16	Approval for the submission of Synopsis by Sri Sai Ram Engineering College.
A.1.17	Approved Synopsis and Acknowledgement of Submission.
A.1.18	List of Publications and Reprints of all Publications.
A.1.19	Acceptance of Synopsis by Anna University.
A.1.20	Notifications of Viva-Voce Examination.
A.1.21	Provisional Certificate/Ph.D Degree certificate.
A.1.22	Thesis to be submitted to Main Library, Sri Sai Ram Engineering College.
A.1.23	Acknowledgment of Thesis Submission.
A.1.24	Plagiarism Report from "URKUND" Software/Any other relevant Plagiarism tool as prescribed by the concerned University for Synopsis, All published/accepted papers, Thesis, Patent and any other relevant publications.
A.1.25	Any other as notified from time to time.



Annexure-II: Recognized Supervisor-Submission of Documents/Record setc., to centre for Research, Sri Sai Ram Engineering College

A separate file for individual Supervisor shall be maintained at the Centre for Research, Sri Sai Ram Engineering College and shall be periodically updated by the Supervisor. The Supervisor shall submit a copy of the following supporting documents /Records /Certificates any other relevant informations at the Centre for Research, Sri Sai Ram Engineering College to monitor the process of Recognized Supervisor.

A.2.1	Filled in application forms for Anna University along with necessary supporting Documents/ Certificates.
A.2.2	List of publications and reprints of at least recent Five publications along with plagiarism Report taken from any plagiarism verification tools.
A.2.3	The copy of application process for supervisor recognition which is approved by the Head of the Institution, Sri Sai Ram Engineering College.
A.2.4	Approval of supervisor recognition issued by Anna University.
A.2.5	Approval of scholar Registration (Twice/Year) issued by Sri Sai Ram Engineering College.
A.2.6	Registered scholar information and status with necessary supporting documents/records/ certificates with university and other universities.
A.2.7	Any other as notified from time to time.

Head of the Department -Research Department Recognition -Submission of Documents/Records etc., to Centre for Research, Sri Sai Ram Engineering College

A separate file for individual Departments shall be maintained at the Centre for Research, Sri Sai Ram Engineering College and shall be periodically updated by the Research Coordinator of the respective department. The Head of the Department shall submit a copy of the following supporting Documents/ Records/Certificates and any other relevant informations at the Centre for Research, Sri Sai Ram Engineering College to monitor the progress of Research Departments.

A.3.1	Filled in Application Forms for Anna University along with necessary supporting Documents/ Certificates.
A.3.2	List of Publications and Reprint of Publications by Recognized Supervisors.
A.3.3	Approval for Research Department Recognition issued by Sri Sai Ram Engineering College (Application Process).
A.3.4	Approval of Research Department Recognition issued by Anna University.
A.3.5	List of Recognized Supervisors, Ph.D. Holders and Registered Scholars with necessary supporting Documents/Certificates/Publications.
A.3.6	Filled in Application Forms for Renewal of Research Department Recognition.
A.3.7	Approval for Renewal of Research Department Recognition issued by Anna University.
A.3.8	Refereed Research Article Publications of any staff members should be submitted by the Department Heads, which will be appreciated, recognized by the college.
A.3.9	Research Progress through Research Monthly Report with necessary supporting Documents/Certificates/Publications.
A.3.10	Any other as notified from time to time.



II.GuidelinesforSponsoredResearch/Consultancy/PatentSponsoredResearch Project

1 Sponsoredresearchproject		
1.1	Before submission of Proposaltothefundingagenciesforconducting Research Projectsor Events (such as Conferences, Workshop, Training Programs, Seminars etc.), the Investigators/Faculty in-charges are informed to make the detailed presentation to the review committee at Centre for Research, Sri Sai Ram Engineering College.	
1.2	The Investigators/Facultyin-chargesareinformed toensurethe originalityoftheproposal by verifying the draft with any plagiarism verification software/online tools such as URKUND,IEEECrosscheckportal,iThenticate,Turnitin,Viper,Duplichecker,Copyleaks, Plagiarisma,PlagiarismChecker,PlagScan,Scribbr,Ephorus,etc.,	
1.3	Only after the approval of theReview Committee, they can forward their Proposals throughProperchanneltothefundingagenciesandthe proofofsubmissionsistobe submitted at Centre for Research and their respective departments.	
1.4	Intimationtoinvestigatorsforpresentingproposalsbytheagencies/Intimationof sanction letters are to be submitted to the Centre for Research immediately after receiving the same from the funding agencies.	
1.5	Documentprooffortheconductionof-sponsoredresearchProjects/Eventsareto submitted at Centre for Research in time.	
1.6	Audited utilization certificate is also to be submitted to the Centre for Research and the Accounts Department may maintain separate file for Research Projects/Events.	
2 Consultancy		
2.1	All themembers of the teaching staff may be permitted toundertake consultancy work as per rules and regulations laid down by the management from time to time.Allconsultancyworkwhethercarriedoutbyanindividualoragroupoffacultywillbe considered as college consultancy,andshall be accepted after taking prior permission for undertaking the consultancy work from the Principal and Management.	
2.2	Noconsultancyworkshallbeundertakenunlessetheinitialgrantofconsultancyfee(in part or full) has been received in advance. Depending onthe duration of consultancy works which are likely to continue beyond a financial year, shall be planned in phased manner with advance fee received before the starting of each phase. Faculties have to register the details in Sairam Professional, Academic, Consultancy andExcellence (SPACE).	
2.3	Awrittensignedagreementmustbeobtainedfromtheclientbytheconsultantandbe acceptedandauthorizedbytheconcernedfaculty member,Dean(Research),andthe Principalrespectively.	
2.4	Copy of agreement,finance documents andrelevant technical reports shall be submitted to Centre for Research, Sri Sai Ram Engineering College.	
2.5	Thefaculty memberswhileacceptingaconsultativeorsimilarassignment,keepinmind that the proposed assignment would be in the interest of the college in the long run and will not adversely affect their regular work at the College.	
2.6	Any Consultancy Work / Patent process carried out by anyFaculty / Studentmust sign an appropriateNon-DisclosureAgreement(NDA)withthemutualconcernoftheHeadthe Institutionandthesuitableauthoritiesofpartneringorganization.	



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3	Patent
3.1	All the departments are informed to submit Innovative Projects to the reviewing committee to finalize the same for patenting process.
3.2	Patenting process fees will be supported by the Institution
3.3	The Institution is the applicant and personals who conceived the idea/projects/prototype/innovations are the inventors.
3.4	Incase the filed patent/granted patent progresses to Technology Transfer/Product Development and subsequent commercial process within the institution/collaboration with other organization, will be supported by the Institution.

PRINCIPAL



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