

Research Policy

J.N.N College of Arts & Science (JNNCAS) was established with a vision, 'Lead the transformation of Arts, Sciences, Commerce and management learning experience to educate the next generation of innovators and entrepreneurs who want to make the world a better place". The Institute has developed excellent facilities, both in terms of infrastructure and scholastics. JNNCAS 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 considerations, JNNCAS 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 and Advisory Committee, to assist and advise in matters related to research within the college.

4. Objectives of the Research Policy

The main objectives of the Research Policy are as follows:

- ❖ To develop desired awareness regarding research in the faculty of JNNCAS
- ❖ To establish a right kind of research culture through various research initiatives and programs.
- ❖ To encourage faculty members to publish research papers and undertake various research projects of social and academic importance.
- ❖ 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.
- ❖ 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 Publication

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.

Research Publications	Incentive Amount (Rs)
SCI Journals	7,500
Scopus/ WOS Journals	5,000
UGC Journals	1,000
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 support for the 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 (TADA, 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 TADA 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 Arts, Sciences, Commerce, and Management studies by its faculty members. New faculties are encouraged to apply. Details of the seed money policy are given on page no. 4.

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. 5.

12. Faculty Development & Research Interactions

To get expertise in specific domain and promote the research interest, JNNCAS is providing full financial help (Registration/course Fee and TADA) 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. TADA and Honorarium is allowed for the experts coming to JNNCAS 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. 6.

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 JNNCAS and the public. JNNCAS 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, JNNCAS 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 JNNCAS. Details of the IPR policy are given on page no. 7.

SEED MONEY POLICY

J.N.N COLLEGE OF ARTS & SCIENCE RESEARCH PROMOTION SCHEME provides grant to support research in all frontier areas of Science, Arts 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 Condition

- 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.

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, J.N.N College of Arts & Science.
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 analyse 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.

RESEARCH ETHICS POLICY

J.N.N COLLEGE OF ARTS & SCIENCE (JNNCAS) 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 JNNCAS 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. Investigation of research misconduct shall be carried out by the Research Ethics Committee.
11. Based on the investigation report and recommendations of the Ethics Committee, appropriate actions may be initiated after duly listening to the respondent.

IPR POLICY

I. Introduction

J.N.N COLLEGE OF ARTS & SCIENCE 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, JNNCAS recognizes that the creation of Intellectual Property (as defined in Section II below) will be a natural outgrowth of activities within the JNNCAS. For this reason, JNNCAS has adopted this Intellectual Property Policy (the "Policy") to set forth the rights and obligations of JNNCAS 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 JNNCAS and the public. JNNCAS 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, JNNCAS 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 JNNCAS.

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 JNNCAS.

"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 JNNCAS, (ii) enrolled as a student at JNNCAS.

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

"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 JNNCAS and its Members with respect to all Intellectual Property, including all Intellectual Property created prior to the

effectiveness of this Policy. However, JNNCAS will from time-to-time enter into Separate Agreements which govern the use and ownership of Intellectual Property.

IV. Ownership Rights of J.N.N.I.E

JNNCAS 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, JNNCAS 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 significances to abrogate any of JNNCAS'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, JNNCAS 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 JNNCAS that does not fall within one of the following categories:

- i. Intellectual Property that is specifically directed, commissioned or sponsored by JNNCAS

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

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

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

- iii. Intellectual Property that is created using substantial resources of JNNCAS

[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 JNNCAS develops on his/her own time, without using the funds, equipment, supplies, facilities of J.N.N.I.E, unless such invention relates at the time of conception or reduction to practice to:

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

[Note: Section V. B is based on JNNCAS 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:
- JNNCAS shall be the owner of the copyright of work, including software, created by JNNCAS personnel with significant use of NEC resources.
- JNNCAS shall be the owner of the copyright on all teaching material developed by JNNCAS personnel as part of any of the academic programs at JNNCAS. However, the authors shall have the right to use the material in her/his professional capacity. As the traditional exception, JNNCAS shall not claim ownership of copyright on books and publications authored by JNNCAS personnel.
- JNNCAS shall be the owner of copyright of work produced by non-JNNCAS personnel connected with any activity of JNNCAS with the intellectual contribution of JNNCAS personnel. However, the authors shall have the right to use the material in her 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	Inventors Share	JNNCAS's share
1	Year 1	70%	30%
2	Year 2	50%	50%
3	Year 3	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 JNNCAS. 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 Administrative 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) JNNCAS's legal counsel.

The Committee's responsibilities will include:

- Reviewing intellectual property issues affecting JNNCAS, 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 JNNCAS and its Members.

IX Use of JNNCAS Name and Marks

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

X. Use of Student and Faculty Images

Except to the extent prohibited by law, JNNCAS 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.