

**APJ Abdul Kalam Technological University  
Thiruvananthapuram**

**Abstract**

Research Section - Recognizing Places of Research and Research Centers - Resolution of the Syndicate - Implemented - Orders Issued - Reg

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*RESEARCH SECTION*

U.O.No. 891/2022/KTU

Thiruvananthapuram, Dated: 18.04.2022

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*Read:-*Item No.S-032-009 in the minutes of the 32nd meeting of the Syndicate held on 15.03.2022

**ORDER**

The Research Council of the University at its 11th meeting held on 05.01.2022 vide item no RC-11-18, considered the matter of recognizing Places of Research and Research Centers and had resolved to constitute a sub-committee of the Research Council, to examine the matter in detail and to submit its recommendations to the Research Council. The Sub-Committee of the Research Council prepared draft of document regarding the procedure to be followed for recognizing places of Research and Research Centers for this University. The Research Council at its 12th meeting (Special Meeting) held on 17.01.2022 considered the same and had recommended the draft of document regarding the procedure to be followed for recognizing places of Research and Research Centers as prepared by the Sub-Committee of the Research Council, for approval.

The Standing Committee of the Syndicate on Academics and Research considered the matter and had recommended the same with some changes in the guidelines recommended by the Research Council.

The Syndicate at its 32nd meeting held on 15.03.2022, vide paper read above considered the matter and had approved the recommendations of the Standing Committee of the Syndicate on Academics and Research on the procedures to be followed for recognizing Places of Research and Research Centers (attached with this order).

Sanction is therefore accorded by the Hon.Vice-Chancellor implementing the resolution of the Syndicate as detailed above.

Orders are issued accordingly.

*Sd/-*

Dr. Shalij P.R \*  
DEAN (Research)

Copy to:-

1. All Research Centers of the University
2. Public Relations Officer (for publishing in University Website)
3. PS to VC / PS to PVC / PA to Registrar / PA to CE / PA to Dean (Academics) / PA to Dean (Research)

\* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.



## **RECOGNITION OF RESEARCH CENTERS AND PLACES OF RESEARCH**

### **1. Place of Research**

- 1.1. The following shall be the conditions for declaring an engineering college as a Place of Research.
  - 1.1.1. The engineering college shall be affiliated to the APJ Abdul Kalam Technological University.
  - 1.1.2. It shall be conducting at least two post graduate courses for at least two years preceding the date of application for declaration
  - 1.1.3. There shall be a minimum of Two Supervisors / Co-supervisors approved by the University, working in the institution as regular faculty members.
- 1.2. The application for declaration as Place of Research shall be submitted by the Head of the Institution in the prescribed format to the Vice-Chancellor of the University.
- 1.3. The Standing Committee of the Syndicate on Academics and Research shall constitute a committee for inspection of the institution to verify the facilities and submit recommendations based on facilities available for conducting research programs.
- 1.4. Considering the recommendation of the committee, the Vice Chancellor shall make appropriate recommendation to the Standing Committee of the Syndicate on Academic and Research for further action.
- 1.5. The Syndicate shall be the authority to declare an engineering college as a Place of Research.
- 1.6. Before declaration as Place of Research, the engineering college shall be required to remit a fee of Rs. 10,000 (Rupees Ten thousand only) towards registration fee.
- 1.7. The registration shall be valid for Three Academic years from the year of declaration as Place of Research.
- 1.8. If an Engineering College which has been declared as a Place of Research desires to renew its registration after three years, an application shall be submitted in the prescribed format in the penultimate calendar year of the year of expiry of registration.
- 1.9. The Places of Research shall provide necessary administrative, academic and infra-structural facilities to the research scholars as required by the University by order from time to time.
- 1.10. The selection of research scholars would be done in accordance with the guidelines for selection of research scholars issued by the university. The selected research scholar shall have the option to choose the Place of Research. The Place of Research selected shall be final and will not be changed under any circumstances. The research scholar shall be allotted to the selected Place of Research by the University. Such research scholar shall be registered in the university through the Place of Research. The research scholar and Place of Research shall thereafter be subject to such guidelines, directions and orders issued from time to time by the University in the matter.

### **2. Centre of Research**

- 2.1. List of Centres of Research of APJ Abdul Kalam University shall be published by the University from time to time.
- 2.2. Centres of Research shall be or located in



- 2.2.1. Government of India organisations
  - 2.2.2. Government of Kerala organisations
  - 2.2.3. Public sector undertaking of Government of India and Government of Kerala
  - 2.2.4. Private sector organization
  - 2.2.5. Organisations in the co-operative sector
- 2.3. Centre of Research shall be selected by the University by
- 2.3.1. Requesting the organizations specified in clause 2.2.
  - 2.3.2. On application by the organization specified in clause 2.2 in the prescribed format
- 2.4. The application for declaration as Centre of Research shall be submitted by the Head of the Institution in the prescribed format to the Vice-Chancellor of the University.
- 2.5. The Standing Committee of the Syndicate on Academics and Research shall constitute a committee for inspection of the institution to verify the facilities and submit recommendations based on facilities available for conducting research programs.
- 2.6. Considering the recommendation of the committee, the Vice Chancellor shall make appropriate recommendation to the Standing Committee of the Syndicate on Academic and Research for further action.
- 2.7. The Syndicate shall be the authority to declare Centres of Research.
- 2.8. Organisations expressing interest to be selected as Centres of Research shall satisfy the following conditions
- 2.8.1. Enter into an MOU with the APJ Abdul Kalam Technological University regarding conditions for collaborative research after mutual discussions.
  - 2.8.2. Only the employees sponsored by the Centre of Research shall be allowed to register with the university as a full-time research scholar at the respective Centre of Research, for doing research leading to award of Degree of Doctor of Philosophy of the University.
  - 2.8.3. For being allowed to be registered with the University, the sponsored employee shall qualify such common tests and screening processes for selection, admission and registration of students for doing research leading to award of Degree of Philosophy of the University. The employees sponsored by the Centre of Research has to register with the university through a Place of Research selected by employee. The organization and employee shall follow such guidelines, directions and orders issued by the University from time to time regarding conduct of research.



2.9. The Centres of Research shall provide necessary administrative, academic and infra- structural facilities for the research scholars as provided in the MoU executed between the University and the Organisation.



**APPLICATION FOR RECOGNITION AS A PLACE OF RESEARCH  
UNDER APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY**

- 1 Name of the College :**
- 2 Year of Establishment :**
- 3 Address of the College :**
- 4 Name of Principal :**
- 5 Mobile Number and email id :**
- 6 Whether accredited by NBA/NAAC :**

(if yes, provide details)

**7 Type of Institution:**

- |  |   |
|--|---|
| Central Government <input type="checkbox"/>        | State Government <input type="checkbox"/>       |
| Government Aided <input type="checkbox"/>          | Autonomous College <input type="checkbox"/>     |
| Government Self Financing <input type="checkbox"/> | Private Self Financing <input type="checkbox"/> |
| *Others (Provide Details) <input type="checkbox"/> |   |

**8 Details of UG Programs offered**

Sl No	Name of Program	Year of starting	Sanctioned Intake (Average for CAY, CAY-1, CAY-2)	Average intake (CAY, CAY-1, CAY-2)	Whether NBA accredited during CAY, CAY-1 or CAY-2
<b>1</b>					
.					
			<b>Total:</b>	<b>Total :</b>	

**9 Details of PG Programs offered**

Sl No	Name of Program	Year of starting	Sanctioned Intake (Average for CAY, CAY-1, CAY-2)	Average intake (CAY, CAY-1, CAY-2)	Whether NBA accredited during CAY, CAY-1 or CAY-2
<b>1</b>					
.					
			<b>Total:</b>	<b>Total :</b>	



**10 Information on Faculty (CAY)**

SI No	Name of the Faculty member	Qualification			Designation	Date on which designated as Professor/Associate Professor	Specialisation	Date of Joining the institution	Academic Research			Nature of Appointment (Regular/contract/Adhoc)
		Degree (Highest degree)	University / Institution	Year of Graduation					Research Paper Publications	PhD guided / Guiding	H index and Citations	
1												
2												
3												
4												
5												



11 Research Facilities: Details of Laboratories (For Research Activities):

<b>SI No</b>	<b>Name of laboratory</b>	<b>Department</b>	<b>Number of Equipment</b>	<b>Name and Designation of Lab in charge</b>	<b>Source of fund</b>
1					

12 List of Major equipment available in College (Attach Separate Sheet showing, Name of Equipment, Make, Year of Installation, Short Specification, Whether working / Not, Brief description of the uses):

13 No. of University/UGC/Any other Agency sponsored research projects during last 10 years (give details)

<b>SI No</b>	<b>Project Description</b>	<b>Funding Agency</b>	<b>Project amount (Lakhs)</b>	<b>Name and Designation of PI</b>	<b>Status (Completed / Ongoing)</b>
1					

14 No. of Research Projects sent to UGC/CSIR/DST or other funding agencies for approval during the period of last three years (Give detail):

<b>SI No</b>	<b>Project Description</b>	<b>Funding Agency</b>	<b>Project amount (Lakhs)</b>	<b>Name and Designation of PI</b>	<b>Whether granted?</b>
1					

15 Details of Regular faculty members having PhD in the institution

<b>SI No</b>	<b>Name</b>	<b>Designation</b>	<b>Department</b>	<b>Total Journals authored / Co authored</b>	<b>Whether Recognised supervisor of co supervisor of APJAKTU?</b>	<b>Total SCI / SCIE / Scopus indexed Journals</b>	<b>Whether approved guide of other Universities</b>	<b>h index</b>	<b>Total Number of Citations</b>
1									

16 List of students / faculty doing Ph.D. under APJAKTU or other universities / institutions

<b>SI No</b>	<b>Name of the Faculty</b>	<b>Department</b>	<b>Topic of Research</b>	<b>Name of the Guide, Institution / University</b>	<b>Date of Registration</b>
1					
2					



17 Details of Seminar/Workshop/Conference attended by the Teachers of the College during the last three years:

<b>SI No</b>	<b>Name of Faculty</b>	<b>Designation</b>	<b>Name of Conference</b>	<b>Year</b>	<b>Seminar / Workshop / Conference / FDP</b>
1					

18 Details of papers presented by faculty in Seminar/ Conference during the last three years:

<b>SI No</b>	<b>Name of Faculty, Designation, Department</b>	<b>Title of Paper</b>	<b>Name of Conference / Name of publishers</b>	<b>Year</b>	<b>International / National / State / Regional / University level</b>
1					

19 Details of legal software available in the institution and their usages

<b>S. No.</b>	<b>Name of Software</b>	<b>Area of Application</b>	<b>Licence Valid upto</b>	<b>No of User licences</b>	<b>Brief Description of Uses</b>	<b>Approximate number of users in a month</b>
1						

20 Details of Organization of National level / State level / University level Seminar / Workshop / Symposia / conference by the institution

<b>SI No</b>	<b>Type (Conference, Seminar / Workshop)</b>	<b>University / State/ National/ International</b>	<b>Funding Agency</b>	<b>Title</b>	<b>Duration</b>	<b>No. of Participants</b>			<b>Total Expenditure</b>
						<b>Abroad</b>	<b>Outside State</b>	<b>Within State</b>	
1									





**21 Details of Patents owned by Faculty members of the institution**

Sl. No	Title of patent	Owned by	Year of Award	Agency where patent is registered
1				

**22 Details of Library Facilities:**

- i Separate library space for institution : YES / No
- ii Total built up area in sq. ft. : \_\_\_\_\_
- iii Total number of books : \_\_\_\_\_
- iv Number of book Titles available : \_\_\_\_\_
- v No. of Journals : \_\_\_\_\_
- vi Funds allotted to the library for CAY : \_\_\_\_\_
- vii Library automation : \_\_\_\_\_  
(Details of software with online & off line services)
- viii Total number of Journal back volumes : \_\_\_\_\_

**23 Details of Books available in the Library:**

Sl.No.	Area of Books (Program wise)	Number of Copies	Total Price
01			

**24 Details of Journals available in the Library (Print Version / Online version):**

Sl. No	Area / Database	Number of Journals available	Mode of Version (Print / Online)	Subscription Period From - to --	Total Price
01					
02					

**25 Details of Computer facilities available for Research**

Sl. No.	Particulars	Availability (Nos / Details as the case may be)
01	No. of Computers terminals	
02	Hardware specification	
03	No. of terminals in LAN	
05	Printers	
06	Internet facility	



## CERTIFICATE

The information provided in the application is correct and factual.

Signature of Head of the Institution with date

(Seal of the institution)

Date :

Place :



**APPLICATION FOR CENTRE OF RESEARCH  
UNDER APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY**

**1 Name of the institution :**

**2 Year of Establishment :**

**3 Address of the Institution :**

**4 Name of Head of Institution :**

**5 email and Mobile Number :**

**6 Type of Institution:**

Central Government

State PSU

State Government

Private Ltd Company

Central PSU

Private Industry / Lab

\*Others (Provide Details

University / Educational Institution

**7 Details Laboratories / Major Equipment available for doing research**

SI No	Name of Equipment	Name of lab where installed	Details of Equipment and brief uses	Year of Inception	Cost of Equipment
<b>1</b>					
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**8 Details of Major areas in which research are carried out.**

SI No	Area / Title	Short Description	Achievements	Details of Collaboration if any	Year started	Year ended
<b>1</b>						
.						



9 Information on Persons involved in research

SI No	Name	Qualification			Designation	Specialisation	Date of Joining the institution	Research			Nature of Appointment (Regular/ contract / Adhoc)
		Degree (Highest degree)	University / Institution	Year of Graduation				Research Paper Publications	PhD guided / Guiding	H index and Total Number of Citations	
1											
2											
3											
4											
5											
6											



10 Details of Seminar/Workshop/Conference attended by the persons engaged in research during the last three years:

<b>SI No</b>	<b>Name of Personnel</b>	<b>Designation</b>	<b>Name of Conference</b>	<b>Year</b>	<b>Seminar / Workshop / Conference / FDP</b>
1					

11 Details of papers presented by Personnel in Seminar/Conference during the last three years:

<b>SI No</b>	<b>Name, Designation, Department</b>	<b>Title of Paper</b>	<b>Name of Conference / Name of publishers</b>	<b>Year</b>	<b>International / National / State / Regional / University level</b>
1					

12 Details of legal software available in the institution and their usages

<b>S. No.</b>	<b>Name of Software</b>	<b>Area of Application</b>	<b>Licence Valid upto</b>	<b>No of User licences</b>	<b>Brief Description of Uses</b>	<b>Approximate number of users in a month</b>
1						

13 Details of National / State / University level Seminar / Workshop / Symposia / conference organised by the institution

<b>SI No</b>	<b>Type (Conference, Seminar / Workshop)</b>	<b>University / State/ National/ International</b>	<b>Funding Agency</b>	<b>Title</b>	<b>Duration</b>	<b>No. of Participants</b>			<b>Total Expenditure</b>
						<b>Abroad</b>	<b>Outside State</b>	<b>Within State</b>	
1									



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- iii Total number of books : \_\_\_\_\_
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- v No. of Journals : \_\_\_\_\_
- vi No. News Paper : \_\_\_\_\_
- vii Funds allotted to the library for CAY : \_\_\_\_\_

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Sl.No.	Area of Books (Program wise)	Number of Copies	Total Price
01			

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Sl. No	Area / Database	Number of Journals available	Mode of Version (Print / Online)	Subscription Period From - to --	Total Price
01					
02					

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Sl. No.	Particulars	Availability (Nos / Details as the case may be)
01	No. of Computers terminals	
02	Hardware specification	
03	No. of terminals in LAN	
05	Printers	
06	Internet facility	



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