

Minutes of
3rd Board of Governors Meeting
of
KLE Technological University
Hubballi, Karnataka
December 24, 2015

The following are the minutes of the Board of Governors Meeting of KLE Technological University, Hubballi which was held on 24th December 2015 at 2 pm at the chamber of KLE Society's, S.Nijalingappa College, Bangalore-10

The following Members were Present.

SL	Name	Designation	Position
1	Dr. Prabhakar B. Kore _{MP} Chairman, Board of Management, KLE Society, Belagavi & Chancellor, KLE Technological University, Hubballi	Chairman, KLE Society & Chancellor, KLE Technological University	Chairperson
2	Dr. Sudha N. Murty Chairperson, Infosys Foundation, Bengaluru. Nominee of sponsoring body, KLE Society.	Chairperson, Infosys Foundation	Member
3	Prof. B. S. Sonde Former Vice Chancellor, Goa University & Former Professor, IISc Bangalore. Nominee of UGC.	Former Vice Chancellor, Goa University & Former Professor – IISc Bangalore	Member
4	Prof. M.I. Savadatti Former Vice Chancellor, Mangalore University, Veerbhadra Kripa, Navodaya Nagar, Dharwad-580003	Former Vice Chancellor, Mangalore University & Former member UGC.	Member
5	Prof R. Natarajan Former Chairman, AICTE, & Former Director, IIT Madras. Nominee of sponsoring body, KLE Society.	Former Chairman – AICTE & Former Director, IIT Madras.	Member
6	Dr. Ashok S.Shettar Vice Chancellor KLE Technological University, Hubballi	Vice - Chancellor, KLE Technological University	Member
7	Prof. B.L.Desai Registrar KLE Technological University, Hubballi	Registrar, KLE Technological University	Member Secretary

The following members have sought leave of absence:

SL	Name	Designation	Position
1	Shri.Bharat Lal Meena The Principal Secretary/Secretary, Higher Education, Government of Karnataka.	Principal Secretary, Education Dept, Government Of Karnataka.	Member
2	Shri. M. Lakshminarayana The Principal Secretary/Secretary, Medical Education, Government of Karnataka.	Principal Secretary, Medical Education, Government Of Karnataka.	Member

AGENDA

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Agenda 3.1

To read and confirm the minutes of the meeting of the Board of Governors held on 25th July 2015

Resolution: *Resolved to confirm the minutes of the meeting of the Board of Governors held on 1st May 2015*

Agenda 3.2

To approve the action taken report on the minutes of the meeting of the Board of Governors held on 25th July 2105

Agenda	Resolution	Action Taken
Agenda 2.3 <i>To discuss and approve Statutes of KLE Technological University, Hubballi, framed and approved by Executive Council as per the provisions of 'KLE Technological University Act – 2012'</i>	<i>Resolved to approve the Statutes of KLE Technological University, Hubballi, framed and approved by Executive Council as per the provisions of 'KLE Technological University Act – 2012'</i>	<i>The approved Statutes are being implemented from the academic year 2015-16.</i>
<i>To consider and approve 'Academic Regulations, Service Rules (framed as per the service rules & policies of KLE Society), Delegation of Financial Powers, regulations regarding Conduct of Convocation, installation of Medals</i>	<i>Resolved to approve the 'Academic Regulations, Service Rules (framed as per the service rules & policies of KLE Society), Delegation of Financial Powers and regulation regarding Conduct of Convocation, installation of Medals and Prizes of KLE Technological University' framed and approved by Academic Council and Executive</i>	<i>The approved items are being implemented from the academic year 2015-16</i>

and Prizes of KLE Technological University' framed and approved by the Academic Council and the Executive Council as per the provisions of the 'KLE Technological University Act – 2012'.	Council as per the provisions of the 'KLE Technological University Act – 2012'.	
Agenda 2.5 <i>To consider and approve the Undergraduate and Post-Graduate programs that are to be instituted by the University from the academic year 2015-16, as per the recommendations of the Academic Council and the Executive Council</i>	<i>Resolved to approve the Undergraduate and Post-Graduate programs that are to be instituted by the University from the academic year 2015-16, as per the recommendations of the Academic Council and the Executive Council</i>	<i>The approved Undergraduate and Post-Graduate programs have been started by the University from the academic year 2015-16</i>
Agenda 2.5 <i>To discuss and approve the broad curriculum framework for various academic programs of the University</i>	<i>Resolved to approve the broad curriculum framework for various academic programs of the University</i>	<i>The approved broad curriculum framework is being implemented for various academic programs of the University from the academic year 2015-16</i>

Agenda 3.3

To consider & approve the University's

(a) Research, consultancy & IPR policy

(b) IT policy

(c) Institution of Research Programs

(d) The Regulations Governing Research Programmes of KLE Technological University' framed and approved by the Academic Council and the Executive Council, as per the provisions of 'KLE Technological University Act -2012.

Action Requested: *To consider & approve the University's (a) Research, consultancy & IPR policy; (b) IT policy; (c) Institution of Research Programs and (d) The Regulations Governing Research Programmes of KLE Technological University' framed and approved by the Academic Council and the Executive Council, as per the provisions of 'KLE Technological University Act -2012.*

Resolution 3.3:

(A): Resolved to approve the University's research, consultancy, and IPR policy (Annexure 1). Further, BOG authorized the Vice-Chancellor to grant the funds for research promotion schemes, incentives for quality research activities, and research collaboration activities with intuitions of eminence and industries out of 5% of the revenues earmarked as in the research policy.

(B): Resolved to approve the University's IT policy (Annexure 2)

(C): Resolved to approve the institution of Research Programs [PhD & MS (Engg.) by Research] in the following Schools, Departments and Center;

- i. School of Mechanical Engineering**
- ii. Department of Electrical & Electronics Engineering**
- iii. School of Computer Science & Engineering**
- iv. School of Civil and Environmental Engineering**
- v. Department of Biotechnology**
- vi. School of Applied Sciences (Physics, Chemistry & Mathematics)**
- vii. School of Management Studies and Research**
- viii. Centre for Engineering Education Research**

(D): Resolved to approve the Regulations Governing Research Programs [PhD & MS (Engg.) by Research] (Annexure 3 and 4). of KLE Technological University

framed and approved by Academic Council and the Executive Council, as per the provisions of KLE Technological University Act -2012.

Agenda 3.4

To consider and approve the Regulations Governing Minor disciplines in the Undergraduate programs framed and approved by Academic Council and the Executive Council, as per the provisions of 'KLE Technological University Act -2012.

Approved regulations governing minor disciplines in the undergraduate programs of KLE Technological University framed as per the provisions of 'KLE Technological University Act – 2012' by the Academic Council and the Executive Council is presented in Annexure – 5.

Resolution 3.4: *Resolved to approve the Regulations Governing Minor disciplines in the Undergraduate programs framed and approved by Academic Council and the Executive Council, as per the provisions of 'KLE Technological University Act -2012.*

Agenda 3.5

To consider & approve the Institution of Bachelor of Science (B.Sc.) Industry Integrated (Evening) Programme and the Regulations Governing Bachelor of Science (B.Sc.) Industry Integrated (Evening) Programme of KLE Technological University framed and approved by Academic Council and the Executive Council as per the provisions of 'KLE Technological University act -2012

Approved regulations governing Bachelor of Science (B.Sc.) Industry Integrated Programme of KLE Technological University framed as per the provisions of 'KLE Technological University Act – 2012' by the Academic Council and the Executive Council is presented in Annexure – 6.

Resolution 3.5: *Resolved to approve the institution of B.Sc Programs with the following specialization;*

- *B.Sc (Electronics – Industry Track)*
- *B.Sc (Computer Science – Industry Track)*

Agenda 3.6

To consider and approve the Institution of the Industry-Integrated Diploma Sandwich Programme approved by Academic Council and the Executive Council, as per the provisions of 'KLE Technological University Act -2012'.

The Academic Council and the Executive Council have approved the institution of the Industry-Integrated Diploma Sandwich Programme. The details of which will be presented by the Registrar during the meeting.

Action Requested: To consider and approve the Institution of the Industry-Integrated Diploma Sandwich Programme approved by Academic Council and the Executive Council, as per the provisions of 'KLE Technological University Act -2012'.

Resolution 3.6: *Resolved to defer the Institution of the Industry-Integrated Diploma Sandwich Programme approved by Academic Council and the Executive Council.*

Agenda 3.7

To consider the constitution of the Research Council.

Composition of the ‘Research Council’ as per the ‘KLE Technological University Act – 2012’ and the First Statutes of KLE Technological University is as follows:

As per the provisions of the Act:

The Research Council shall consist of the following, namely:-

- (i) The Vice-Chancellor - Chair Person
- (ii) The Pro Vice Chancellor - Member
- (iii) The Dean of Research - Secretary
- (iv) Head of the Department of Innovation - Member
- (v) Deans of all Faculties – Members and
- (vi) Such other members as may be specified in the Statutes.

As per the provisions of the Statutes:

- (i) The Registrar - Member
- (ii) TWO external experts from institutes of higher learning, research organizations and industries nominated by the Vice-Chancellor - Members

The proposed composition of the ‘Research Council’ is presented in Annexure - 7

Action Requested: To consider the constitution of the Research Council.

Resolution 3.7: *Resolved to approve the constitution of the Research Council.*

Agenda 3.8

To consider the constitution of the Finance Council.

Composition of the 'Finance Council' as per the 'KLE Technological University Act – 2012' and the First Statutes of KLE Technological University is as follows:

As per the provisions of the Act:

The Finance Council shall consist of the following, namely:-

- i) The Chancellor or his Nominee – Chairperson
- ii) The Vice-Chancellor – Member
- iii) The Registrar – Member
- iv) The Finance Officer – Secretary
- v) One nominee of the Sponsoring Body – Member; and
- vi) Such other members as may be specified by the statutes..

As per the provisions of the Statutes:

- i) The Pro Vice Chancellor - Member

The proposed composition of the 'Finance Council' is presented in Annexure - 8

Action Requested: To consider the constitution of the Finance Council.

Resolution: *Resolved to approve the constitution of the Finance Council.*

Agenda 3.9

To consider the appointments of faculty.

KLE Technological University established in the year 2015 has started offering both UG and PG academic programs from the academic year 2015-16 and to meet the academic requirement both faculty members and staff members need to be appointed.

Action Requested: To consider and ratify the appointments of faculty.

Resolution 3.9: Resolved to defer the appointments of faculty.

Agenda 3.10

To consider the issues of transfer of faculty from B.V. Bhoomaraddi College of Engg. & Tech. to KLE Technological University.

From the academic year 2015-16 B.V.B. College of Engineering and Technology has been elevated to the status of 'KLE Technological University', a state private university as per Section-34 of the KLE TECHNOLOGICAL University Act, 2012 (Karnataka Act No. 22 of 2013). To meet the academic requirement both faculty members and staff have been transferred from BVBCET to KLE Technological University. **(List is attached as Annexure-9)**

Action Requested: To consider the issues of transfer of faculty from B.V. Bhoomaraddi College of Engg. & Tech. to KLE Technological University.

Resolution: *Resolved to ratify transfer of faculty from B.V. Bhoomaraddi College of Engg. & Tech. to KLE Technological University.*

Agenda 3.11

Any other subject with the permission of the Chair.

Table Agenda: To constitute an expert committee to frame and review regulations of KLE Technological University as per the requirement of clause 36 of KLE Technological University Act – 2012.

Resolution 3.T1: *Resolved to constitute an expert committee with following Board Members to frame and review regulations of KLE Technological University as per the requirement of clause 36 of KLE Technological University Act – 2012*

1. *Prof M. I. Savadatti, Former Vice Chancellor, Mangalore University*
2. *Prof. B.S. Sondhe, Former Vice Chancellor, Goa University and*
3. *Prof. R. Natarajan, Former Chairman AICTE & Former Director IIT Madras*

ANNEXURE -1

[University's research, consultancy, and IPR policy]

Research, Consultancy and IPR Policy

of

KLE TECHNOLOGICAL UNIVERSITY

2015

As approved in the 3rd BOG held on 24 December, 2015
(Established under Karnataka Act No.22, 2013)



KLE Technological
University

Creating Value
Leveraging Knowledge

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Part I Research Policy

Chapter 1

Introduction and Purpose

1.1 Introduction

This document provides the Research Policy of KLE Technological University, Hubballi, and is based on the statute and regulations of the University. This document provides policies and practices, to support and enhance research activities. This document should be read in conjunction with the relevant Ordinances and Regulations, and any other policies, procedures or guidance as may be issued by the University from time to time. This document shall be kept under review by the Research Council of the University. The Research Council shall be the Principal Research Body of the University and shall formulate the research policies and research programs of the University as prescribed under SECTION-27 of the Act.

In the present context of the globalized world, the role of research in an academic institution is significant for its sustainability and development. It is imperative to have knowledge-driven growth based on innovation. The quest for knowledge is the basic principle behind the research. The quality of research work directly translates to the quality of teaching and learning processes in the academic institution, thereby benefits the students, the society, and the country at large. The promotion of research in a huge and diverse country like India will help the nation evolve as a knowledge reservoir in the international arena.

However, not many institutes have mandatory research goals for individual faculty, and most do not have adequate systems or infrastructure to support quality research. The lack of an encouraging academic environment, ill-equipped libraries, inadequate labs and equipment, poor infrastructure, lack of funds, faculty crunch, etc. are some of the factors contributing to the dismal picture of research in a typical Indian academic institution. To have research universities that can interact with the top universities in the world, these universities need to be given adequate support to enable them to partake in the global knowledge economy at the same level as that of the top universities. Interaction among world-class universities entails international student mobility, faculty exchanges, research, and teaching programs that require a globally competent academic labor force.

Thus, one needs to emphasize on the necessity of research-oriented teaching. Educators engaged in research are updated with the latest developments in their chosen subjects apart from all that is mentioned in the reference books. Thus, educators familiar with

research-based teaching can help students to undertake research activities. This commitment to research is aligned with the national imperative to encourage more postgraduate studies, to increase the production of traditional research outputs (as defined by research articles, books, book chapters, and conference proceedings) and to expand the pool of researchers that can contribute to knowledge production and innovation in our society.

In view of the prevailing academic scenario, the purpose of this Research Policy Document is to;

- present a policy framework for the management, support and development of research at the KLE Technological University,
- provide a strategy for achievement of the research goals.

This policy document is expected to address the issues of both applied and basic research, Innovation and Technology development. The policy outlines strategic plan, the guiding principles regarding the management, support and development of research for all those involved in research activities at KLE Technological University. It is applicable to all the temporary, fixed term contract and permanent employees as well as registered students of the University.

The aim of the research policy is to

- a. Provide a framework for the promotion of research and development;
- b. Provide resources for continued high-level, effective and efficient support for research and affirm research as a priority;
- c. Provide eco-system for innovation and entrepreneurship.
- d. Ensure effective communication (internally and externally) about the principles and policies on which the research activities of the University are founded with the responsible conduct in research
- e. Provide support for consultancy, collaboration and outreach (Extension) activities to enhance the research culture.
- f. Integrate support for both undergraduate and postgraduate research into the main stream research.

1.2 Organisation

The Part I provides details of Research Policy, Part II provides Consultancy Policy and Part III gives the details of IP policy of the university. The first four sections in Part I, describe introduction and overview of the university, strategic plan to promote the research activities, the structure of the research and development activities, and code of conduct of research. Sections 5 to 10 provide different policies and schemes for a research promotion, resource mobilization, Innovation eco-system, research publications, consultancy, collaborations and outreach (Ex-

tension) activities. The last section provides formats and different guidelines for the operational aspects of research and development activities.

The structure and process of research policy document will be reviewed and revised by the Research Council during its ongoing regular meetings. The Research Council will review and amend these policies and guidelines as it deems necessary and appropriate, and implement the same with the approval of Board of Governors (BoG).

1.3 Formats and Guidelines

The formats and guidelines for the various R&D activities as envisaged in the aforesaid provisions made in this document shall be prepared and approved by the competent academic bodies of the University from time to time. The approved guidelines are shared with the faculty time to time.

Chapter 2 Strategic plan

The times have changed, and the higher educational institutions need to continually innovate to maintain and enhance their relevance to meet the ever changing demands of global economies. Apart from delivering good quality education, the institutions are expected to develop their capacity in research and innovation. They also need to undergo a fundamental transformation in terms of their role in the society, mode of operation, and economic structure and the scale at which they operate.

The strategic themes are evolved from the university's primary commitment to outstanding learning and student experience, impactful research, and societal engagement. These three interwoven strands of a triple helix; teaching, research and engagement that shape and reinforce one another, define our aspirations and focus. The second theme of Impactful research is provided in this document.

The proposed strategic plan comprises the identification of the strategic research goals and also the resources and actions required to achieve the stated goals. It serves to give effect to the Research Mission statement and the concomitant core value. The proposed strategy has been informed by a range of imperatives both external and internal to the university, and is described within the framework of the National R&D Strategy.

2.1 Goal impactful Research

As the institutional goal, KLE Tech will actively nurture and organize its research efforts and creative endeavors to enhance regional, national and global impact and reputation as a research-intensive University.

Performance improvement in terms of various standard research metrics is a necessary step for obtaining credibility and resources needed to elevate KLE Tech in the Indian higher education system. A greater part of the research effort will be aligned / concentrated in the areas of national interest. The plan is to build on these areas to develop substantial research strength by selective strategic investments, research leadership and support. This selective strategic investment will be provided to inter-disciplinary and disciplinary areas.

2.2 Focus

Develop substantial research strengths by aligning the areas of present strengths and areas of national interest by selective strategic investments, leadership and support

- a Evolve strategic research roadmap for each School of the University by identifying research focus areas (RFAs) that build on present strengths and future opportunities.
- b Implement an integrated and coherent University-wide approach to planning, delivering, managing, rewarding and funding research across all the Schools.
- c Enhance research active faculty.
- d Establish metrics to measure and reflect research output and impact using a range of measures at individual and institutional level.

2.2.1 Interdisciplinary Research Centers

Build strategic aggregations of people and programs to strengthen inter-disciplinary areas of research & development, that will enable KLE Tech to compete successfully for large funding opportunities and provide the ability to create innovative solutions to societal needs.

- a Promote and support interdisciplinary research and development centers, that leverage breadth of our expertise to address the complex problems faced by our nation and the world.

- b Ensure that these centers give priority to problems/opportunity-focused projects/products that demonstrate successful interdisciplinary collaboration and address the market needs.

2.2.2 Funding

Foster a supportive environment for research by facilitating access to internal grants and providing strategic expertise to maximize external grants.

- a Build University Research Fund for providing internal support to Schools and Centers to enhance their research profile.
- b Establish appropriate process to provide seed funding for research projects that can be leveraged in obtaining external grants.
- c Seek funding from governments, research agencies and industries to sustain the research initiatives and enable specific research projects.
- d Drive the commercialization of research and technology transfer, through mechanisms such as licensing, patents, creating spin-off companies and supporting external entrepreneurs.

2.3 Programs

Enhance quality and relevance of the doctoral research programs to emerge as an institution of choice for researchers.

- a Continue to invest in research capacity development to attract and support more number of doctoral students in disciplinary and interdisciplinary RFAs.
- b Strengthen the interconnectivity between research and teaching/learning, including the participation of undergraduate and postgraduate students in the University research programs.
- c Evolve innovative enrollment strategies to recruit and support full time researchers and personnel from industry

Chapter 3 Structure of R & D

The research promotion and development activities of the university is supported and managed by the Research and Development (R & D) center of the university and headed by Dean R & D. The cell provide administrative and managerial support for the operation of sponsored research, consultancy and related activities of the Institute. The Cell facilitates interaction with external agencies, both at national and international levels. It also promotes and manages Institute-Industry interactions and all externally funded research and development projects as well as patents. The Cell acts as a liaison between the Institute and funding agency to undertake sponsored projects.

3.1 Research Council

The Research Council is the regulatory body of the university to formulate policies, guidelines and effectively responding to the challenges of the university towards enhancing research activities.

Research Council, which is the principal research body of the University, shall formulate the research policies and research programmes. Research Council shall review and supervise implementation of research strategies and policies. Research Council shall seek the approval of the Executive Council in all matters. Objectives of Research Council is to;

- a Guide the strategic orientation required to advance research profile of the University.
- b Advise Schools, Departments and Centers to evolve their strategic research roadmap.
- c Review policies and regulations to enhance quality of Ph.D./M.Tech. pro- grams
- d Regularly review research progress of Schools/Departments in terms of appropriate parameters.

The Research Council shall consist of the following iThe Vice-Chancellor - Chair Person

iiThe Pro Vice Chancellor - Member

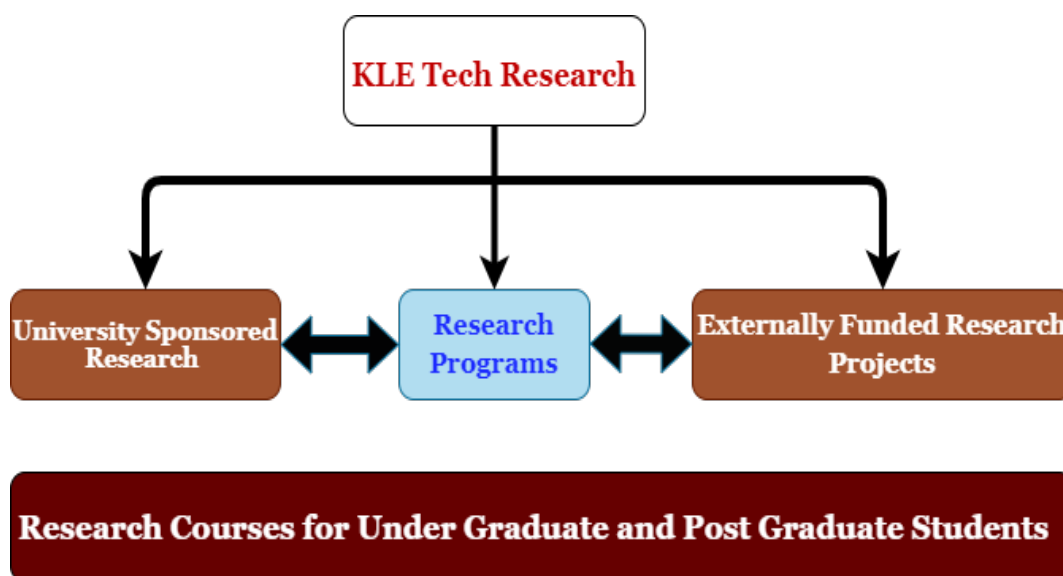
iiiHead of the Department of Innovation - Member ivDeans of all Faculties – Members and Such other members as may be specified in the Statutes. viThe Dean of Research – Member Secretary

3.2 Funding policy of R & D activities

KLE Tech shall provide 5% of total revenue for R & D activities as approved by the Board of Governors (BoG 3.3). According to the BOG approved research policy various activities under research promotion schemes are carried out by the R & D Cell as per the approved process.

3.3 Components of R & D

Research at KLE Tech is carried out under 3 different components (i) University sponsored research, (ii) Research programs, and (iii) Externally funded projects. Figure shows the components of R & D activities.



- i **University Sponsored research:** University promotes the research at individual faculty level, group of faculty at the department or inter-department research. Every year University identifies, reviews and funds are sanctioned to carry out research at individual faculty level, research groups, research clusters, product design and development groups, etc. The details of these are provided under initiations to promote research.
- ii **Research programs:** The schools/departments/centers offer research programs. Research Center Research Centre encompasses the research activities at the school/department level. There can be multiple areas of re- search pertaining to the disciplines based on the faculty expertise available in the department. These centers will also focus on offering of formal degree

like MS and PhD. They will also contribute towards imparting research experience for UG and PG students via programs like Research Experience for Undergraduates (REU).

- iii **Research Courses for Students:** This involves the introduction of research Courses for undergraduate students to enhance the research culture. A number of research courses are offered to the students of undergraduates. All these courses are six credits, and Students of B.E. program may register for these courses in place of 2 electives.
- iv **External funded projects:** The University has set rules to carry out external funded research and consultancy projects. The faculty as a Principle Investigator (PI) can write and get the external funded research and consultancy projects.

Chapter 4

Initiations to promote R & D activities

This section provides the details of challenges faced to enhance the research culture, objectives to promote research culture, and initiatives and research promotion schemes of the university to enhance the research culture. The details of courses offered to undergraduate students to enhance the research output is also presented.

4.1 Challenges

As per the strategic plan of the University the university has taken number of initiatives to promote and enhance research culture for faculty, group of faculty and students. These initiatives and research promotion schemes are reviewed by the research Council every year and appropriate recommendations are provided.

The research initiatives are necessary to address the following challenges

- Lack of Synergy in research initiative
- Lack of visibility to attract funding
- Lack of experience of funded projects
- No tradition of research and
- Inadequate support facility
- No reward for research

4.2 Objectives

The objectives of initiating R & D activities are to enable focused research, attract funding, IP generation, productisation, start-up support, and synergise the efforts of faculty and students to gain greater recognition for the University at National and International level. The initiation of different research promotion schemes are given in the Section Research Promotion Schemes. The university also has taken an intuitive to provide **seed money** to individual faculty and group of faculty through different research promotion schemes.

4.3 Guidelines

The identification of faculty groups for research will be based upon need of the University, talent, passion and the ecosystem. The different faculty groups are: Research Groups (RG), Research Clusters (RC), Product Design and Development Groups (PDDG), Faculty Student Start-up Groups (FSSG). These groups eventually lead to recognition as CoEs and/or Startups.

1. Human resource for each research group may recruit Research Associates

(junior or senior) to carry out the research activities of the cluster/group.

2. Each research group needs to provide roadmap for 3 years. Fund release for the first year is subject to the acceptance of the roadmap. However, subsequent fund release depends on the success of the roadmap.
3. Faculty or group of faculty applying for PDDG can recruit research associates and the group needs to provide roadmap for 3 years.
4. Fund release for the first year is subject to the acceptance of the roadmap. However, subsequent fund release depends on the success of the roadmap.
5. The budget for each RC/RG or PDDG faculty group is Rs.30L to 50L and can be revised as per the recommendations of the university rules.

4.4 Research Promotion Schemes

To promote research in emerging and high impact areas, the University has undertaken initiatives to identify and nurture research clusters/research groups (RC/RGs), Faculty student Startup groups (FSSG) and provide funds for Product Design and Development initiatives. The aim is to develop these clusters/groups to a level of competency that makes them further emerge as Centers of Excellence (CoE).

The Following research promotion schemes are initiated since 2015. Every year the call for proposals are sent to all faculty inviting applications from a faculty or group of faculty to the different internal funding schemes of the University. The review committee reviews these proposals and approves the funding. This fund is for one year and faculty or group needs to write fresh proposal for continuation or new proposals. Following are the types of activities which are funded.

- Capacity building projects
- Research Groups and Clusters
- Facility creation for Product design
- Incentive for R & D activities

The following section give brief details about these activities.

4.4.1 Capacity Building fund

Capacity Building fund is the seed money provided to the individual faculty to initiate the new areas of research and grow the research activity in an area aligned with focus areas of School/Department through Capacity Building Projects.

The objectives of these projects are

- To enhance the research capability of the faculty and research center/cluster/group.
- To provide the experience of carrying out a research project.
- To facilitate the process of applying for funds from external funding agencies.

4.4.2 Research Cluster (RC)

Under the RC proposal a group of faculty get seed money for the focused research work, faculty group can be from the same department or inter-disciplinary in nature. Research Cluster is theme centered, e.g. energy, material science, ESDM, CVG, data analytics, etc. These centers synergize the efforts and expertise of faculty across the departments and create a platform towards building higher levels of inter-disciplinary research/development /technology-translation/productivity. The aim is to get recognition and visibility in a chosen theme.

4.4.3 Research Group (RG)

Under the RG proposal a group of faculty get seed money for the focused research work. This is similar to RC, wherein collaborating faculty can be from the same department or across departments. Research Group leads to initiation of research clusters in the collaborating area over a period of time.

4.4.4 Centre of Excellence (CoE)

Under the RG proposal a group of faculty get seed money for the focused research work, which has shown significant outcomes in the last few years. The identification of RCs/RGs will be based upon the needs of the University, talent, passion and the ecosystem, which will sustain to evolve into Centres of Excellence (CoEs). This will help to identify the clusters of competence, which then go through two phases before emerging as CoEs. In Phase-1, RCs define roadmap, orient research and build capacity. In PHASE-2, RCs contribute towards publications, funded research and consultancy projects, patents, etc. before elevating to a CoE. The CoEs will collaboratively work with University's innovation and entrepreneurship center (CTiE), and product design and development centers (CIPD).

4.4.5 Product Design and Development Grant (PDDG)

The Product Design and Development Grant (PDDG) is given to a faculty or a group of faculty who involve in product innovation, design and development

activity of the University and supports start-ups and industry. These faculty groups bring together the skill set and expertise of multidisciplinary group of researchers from Schools, Departments, RCs/RGs and industry towards technology translation, design and development activity of a product

4.4.6 Faculty student start-up grant (FSSG)

This grant is given to faculty or group of faculties who involve with the startup and students towards a product development and deployment.

4.5 Research Courses for Students

Introduction of a research Courses for undergraduate students to enhance the research culture. Number of research courses are offered to the students of undergraduates. All these courses are 6 credits and Students of B.E. program may register for these courses in place of 2 electives.

4.5.1 Research Experience for Undergraduates (REU)

This course has the following details

Objectives

- To provide real-world, hands-on research experience for students.
- To provide an opportunity to work directly with a faculty member on a bonafide research project.
- To work in research groups in the industry to solve local problems in an innovative way.

Faculty Supervisors

Faculty with doctoral degree individually or in a group can submit the research group proposal in the format given by the university.

Process of REU

During this course the UG students shall work on a research topic which reflects substantial understanding of the courses and capability to apply the same. At the end of the work the candidate shall submit a dissertation and will be evaluated by a committee of 3 members consisting of Head of the department, guide and an external examiner.

4.5.2 Institute research projects (IRP)

Institutional research projects are approved by the university R&D center. Typically IRP projects are identified in 3 categories, and goals are defined for 1 to 3 years with objectives for each year. Students are allowed to take projects under these categories.

- Institute research projects (IRP): R&D center identifies and provides funding for IRPs and students are allowed to take these projects.

During this course the UG students i team shall work on a research project identified by the university R&D center. At the end of the work the Students team shall submit a report and will be evaluated by a committee of 3 members consisting of Head of the department, guide and an external examiner.

- Institutional Sponsored Projects (ISP): Institutional approved projects for funding by the university R&D center. Typically ISP proposals have short term goals for an year and need institutional support.

During this course the UG students in team shall work on a research project identified by the university R&D center. At the end of the work the Students team shall submit a report and will be evaluated by a committee of 3 members consisting of Head of the department, guide and an external examiner.

- Sponsored Research Projects (SRP): The research projects which have received external funding. The goals and objectives are as per the accepted project proposals.

During this course the UG students in team shall work on a research project objective given by the PI of the external funded project. At the end of the work the Students team shall submit a report and will be evaluated by a committee of 3 members consisting of Head of the department, guide and an external examiner.

4.6 Financial assistance for Conference

In order to encourage the faculty, to enhance the research culture and collaborations, KLE Technological University provides financial assistance towards organizing and attending conferences and Faculty development programs. KLE Tech has a process for the review of the policies regarding financial assistance.

The faculty who wish to avail financial assistance under this scheme should submit their proposal to the R&D office. The review committee reviews the proposals and recommends. The Funds once released/sanctioned for organizing a particular activity cannot be utilized for any other Programme.

4.6.1 Organizing and attending Conference

The financial assistance is provided for organizing Conferences at National and International level in various fields of Technical Education. It intends to promote high standards in Technical Education by providing a forum to the academicians and working professionals for sharing their knowledge, experiences, innovations and inventions. Preference shall be given to topics of interdisciplinary nature, emerging and thrust areas in Technical Education.

KLE Tech provides financial support for both students and faculty to present their paper/s in the conferences held within India and outside India. KLE Tech has policy towards attending conference within and outside India. Faculty are also encouraged to apply for external agency for financial support in attending conferences.

4.6.2 Organizing and attending Faculty Development Pro- grams (FDPs), and Staff Development Programs (SDPs)

KLE Tech provides financial assistance to conduct and attend FDPS and SDPs. FDPs and SDPs facilitate up-gradation of knowledge, skill and also to provide opportunities for induction training to teachers and staff of the university. The objective of this grant is to enhance the teaching and other skills of the faculty, to make them aware about modern teaching tools and methodologies and to help them acquire knowledge about current technological developments in relevant fields.

4.7 Resource Mobilization

The university has a transparent and well-planned financial management system in which Government and Management are the main sources of funds. The resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency.

Chapter 5

Award for Quality Research Activities

The University aims to improve overall research performance and promote research activities undertaken by various departments, faculty members and students. The Research Incentive Scheme (RIS) provides the means to assist with research activities or reward to faculty for successful quality publication or presentation of research outputs. The University awards incentives for various research activities like quality publications, successful completion of external funded research projects and successful guidance to the doctoral students. The following points give the details about awards.

5.1 Guidelines

5.1.1

Research Incentive Scheme guidelines are reviewed and revised during Research Council meeting if necessary or the guidelines are continued until the revised guidelines are provided for every academic year.

5.1.2

The application process is also presented in the guidelines, and the information regarding guidelines and formats are shared with all the stakeholders after the research council meeting.

5.1.3

The application process includes the submission of the award application by a faculty wish to apply for the awards in the format given by the R & D office.

5.1.4

All the award applications are reviewed by the Incentive Committee and the awards/incentives are recommended.

5.2 Award Categories

The awards are provided in the following categories;

5.2.1 Awards for Quality publications

In order to encourage the faculty of KLE Technological University towards making high-quality scientific publications, financial incentives will be provided. Authors of International Journal papers, books or book chapters are provided with incentives as per the guidelines of the university.

5.2.2 Awards for External funded research projects

To encourage and enhance the applications to the external funded research projects, the university has the award scheme for PIs (Principle Investigators) of the external funded projects. The PIs shall apply for the award after the successful completions of external funded research project and submission of the utilization certificate.

5.2.3 Award for supervising the doctoral students

To encourage faculty with doctoral degree to supervise the doctoral students, University provides awards and incentives to the supervisors of doctoral students, doctoral students need to be working as a faculty in the University. The supervisors can apply after the successful completion and award of doctoral degree to their doctoral students.

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Chapter 6

Code of Research and Ethics

6.1 Code of Research and Ethics

The code of research includes two closely related notions scientific integrity and research ethics. The idea of responsible conduct in research refers to the whole range of behaviors which characterize how professionals in a given field conduct themselves. It is intrinsically linked to behaviors their ethics and standards command in the context of their professional activities. The responsible conduct in research goes to the very heart of what research is. The values most closely associated with research ethics are honesty, trust, justice, integrity, intellectual probity, respect, responsibility and benevolence. Responsible conduct in research requires that these values be adhered to and promoted by the scientific community as a whole. The expectations that derive from these values apply to all research activities and concern all relevant actors. They form the backbone of a research ethos which allows different actors to agree, communicate, and collaborate on the advancement of knowledge while reaching pinnacles of research excellence. To reach the latter, one must actually cultivate these values in research environments so that responsible conduct may take root and flourish. However, research actors can at times find themselves in situations where other values come into conflict with research ethics and imperil responsible conduct. This policy wishes to reaffirm the primacy of those values associated with the responsible conduct in research and support researchers, students and the research communities in the pursuit of research excellence.

A statement of the purpose of the Research Code of Conduct and the University's commitment to integrity in research. The University is committed to maintaining the highest standards of rigor and integrity in the conduct of its research. The University expects all those involved in research to observe these standards and to embed good practices in all the aspects of their work, including the training of new researchers. The University also requires that all the students and members of staff conducting research to adhere to the highest levels of research conduct. The University Research Code of Conduct lays out the standards expected from all those carrying out research under its auspices. The Code covers areas such as

1. Approval procedures
2. Publication and Authorship
3. Research Data
4. Reviewing research for journals or funding bodies or internal purposes
5. Supervision and management of students' or researchers'
6. Intellectual property (to be read in conjunction with the IP policy)

6.2 Principles and Application

1. University expects all research carried out at the University or in its name to be conducted to the highest standards of integrity. This Research Policy provides a framework for the governance of all research throughout the University. It requires all those undertaking and/or contributing to research to adhere to the highest standards of performance and ethical conduct, and embed good practice in all aspects of their work. They must operate honestly and openly in respect of their own actions and in response to the actions of others involved in research.
2. University requires all Staff, Emeritus Professors, Honorary Staff, Visiting Staff and all Registered Students (whether undergraduate or postgraduate) involved in research to abide by this Code. Where any other individual who collaborates in research with KLE Tech Staff and Registered Students is not bound by an equivalent Code through their Employer or other organisation, the individual shall be expected to abide by this Code when working with the University unless otherwise agreed. References hereafter to 'researcher or workers' include all Staff (including Emeritus Professors, Honorary Staff and Visiting Staff), Registered Students and external research collaborators who are involved with research in connection with or as part of the University.
3. This Code is linked to and operates in conjunction with conditions of employment for the relevant Staff groups and other related University policies and procedures. Failure to abide by this Research Policy may lead to the matter being considered under the University's disciplinary procedures.
4. Any alleged breach of this Code shall be handled in accordance with the appropriate University disciplinary procedures.
5. The Research Policy and its implementation will be reviewed by the University's Research Committee on an annual basis in consultation as appropriate with relevant individuals or groups. The review will take into account changes and recommendations from external research funders, Acts of Parliament and other regulations. Where any proposed change to this Research Policy would affect Staff Terms and Conditions of Service the University will follow the appropriate normal procedures of consultation and/or negotiation.
6. All research workers undertaking or involved in research must familiarise themselves with this Research Policy. Heads of Schools/Department/Centers have a responsibility to seek to ensure compliance with the Research Policy. The University will draw attention to the Research Policy in its induction processes for newly appointed Staff and Registered Students. Supervisors of Registered Students will seek to ensure compliance with the Research Policy on the part of students. The University will draw attention to relevant training and development modules to ensure that all research workers are aware of best practice requirements.
7. The University recognizes and protects the principle of academic freedom in its Ordinances.

6.3 Integrity and Accountability

1. Everyone involved in research in the University owes a duty of accountability to the University, to all participants in their research, and to their research funders commensurate with their involvement in that research. Individuals must accept responsibility for their own conduct of their part in any research and for providing direction for the activities of any Staff or Registered Student under their supervision.
2. The Primary Researcher or Principal Investigator in any research should identify clear roles and accountabilities for all those involved in any research project, and should ensure that all involved are informed of their responsibilities. Areas of accountability include
 - 1 the ethical basis of the research and the research design
 - 2 the safety of all involved in the research,
 - 3 the probity of financial management of all projects and for seeking to provide the optimum value for the public or private funders who have invested in them,
 - 4 effective project management to agreed project plans and appropriate quality standards, including timely delivery of any scheduled, tangible outcomes,
 - 5 management of research data in accordance with the Data Protection Act (DPA), 1998 and university legal provisions,
 - 6 seeking to ensure timely and wide dissemination of research findings,
 - 7 as appropriate undertaking professional development relevant to the research and ensuring that all others involved in the research have received relevant training,
 - 8 maintaining personal records of research progress, including authorised laboratory books, to the recommended or required standards,
 - 9 maintaining confidentiality in order to achieve protection of intellectual property rights where appropriate,
 - 10 ensuring research participants participate in a voluntary way, free from any coercion and are properly informed of any risks, the broad objectives and of the identity of any sponsors of the research,
 - 11 using all best endeavors to avoid unnecessary harm to participants, other people, animals and the natural environment, having taken due account of the foreseeable risks and potential benefits of the research,
3. When peer reviewing research proposals or results (including manuscripts submitted for publication), research workers must protect the confidentiality of information provided and disclose any conflicts of interest and any areas of limited competence, and must not misuse or misappropriate the content of the material being reviewed.
4. Research workers must be honest and lawful in respect of their actions re-

lating to research and in response to the actions of other research workers. This applies to the whole range of research activity, outputs and deliverables, including applying for funding, experimental design, generating and analysing data, publishing results and acknowledging the direct and indirect contribution of colleagues, collaborators and others.

5. Where a research worker has concerns about whether the obligations of accountability as set out in clause 2.2 can be met or is in doubt about the applicability of provisions of the Code to their part in any research, or about the appropriate course of action to be adopted in relation to it, advice should be sought from a member of the relevant Ethical Review Committee or the Research Governance and Ethics Committee of the Research Committee. All responses from the Committee will be in writing and will be retained for future access as appropriate. A Registered Student who has any questions about this Research Policy should in the first instance raise these with their immediate supervisor.

6.4 Research Data

1. Research workers must keep clear and accurate records of the research procedures they followed and the results obtained, including interim results.
2. Research data must be recorded in a durable and auditable form, with appropriate references so that it can readily be recovered.
3. Unless already regulated by legislation or confidentiality agreements, or where there are valid ethical reasons for not doing so, primary research data and research evidence must be accessible in confidence to other authorised researchers for verification purposes for reasonable periods after completion of the research; data should normally be preserved and accessible for ten years, but for projects of clinical or major social, environmental or heritage importance for 20 years or longer. These periods are in accordance with current University guidelines.
4. Unless there are particular reasons, including any legal or regulatory requirements (including without limitation the requirements of a research ethics committee), for not doing so, data should be stored in their original form. Storage media such as tapes and disks should not be erased and/or reused, but should be stored securely.
5. It is the duty of the Principal Investigator in any research project to comply with the DPA. The DPA applies to all processing of personal data.
6. Some central issues for research workers in relation to personal data include
 - all Staff and Registered Students using personal data in research have a duty of confidentiality to the individuals concerned,
 - unless there are ethically or legally justified reasons for doing otherwise, research workers must ensure that they have each study participant's explicit informed written consent to obtain, hold and use their personal data,

- data security arrangements must be sufficient to prevent unauthorised breaches of confidentiality or unauthorised disclosure of personal data,
 - The University, through the Colleges, will develop and implement procedures for complying with the University's Data Protection Policy and the University's Records Management Policy. As appropriate affected groups and individuals will have input to the development of the procedures. Once approved by the University, Heads of Colleges have responsibility to ensure that these procedures are made known to all Staff and Registered Students.
7. The University is responsible for establishing appropriate procedures for security and retention of research data in a form which would enable retrieval by an authorized third party, subject to any limitation imposed by the confidentiality of personal data.
 8. Specific arrangements should be made to protect the security of research data where there is a contractual requirement to do so.
 9. Research data related to publications should be available for discussion with other research workers, except where confidentiality provisions prevail. Confidentiality provisions relating to publications may apply in circumstances where the University of Birmingham or the researcher has made or given confidentiality undertakings to third parties, including research subjects, or confidentiality is required to protect intellectual property rights. It is the duty of the Principal Investigator to familiarise him/herself with any provisions of confidentiality relating to any particular research grant or contract and to inform research workers under his/her supervision of their duties with respect to these provisions. Advice on individual grant or contract terms may be obtained from Research & Commercial Services.
 10. The Principal Investigator should also ensure that third-party Intellectual Property rights are not breached.

6.5 Publications

1. Publication is the dissemination of the outcomes of scholarship and research not only in conventional paper form but also in other media, including electronic media. The University encourages its Staff and Registered Students to disseminate the findings of their research through appropriate and timely publication. In this context publication may be taken to include, inter alia, books, chapters, articles, conference proceedings, reviews, patents, catalogues, compositions, the production of creative arts, software and databases.
2. Ethical considerations apply to the production of all categories of publication and external communications, including web-sites, e-bulletins, press releases, media briefings or other events. The University of Birmingham expects research workers to abide by the University's core principles of openness, transparency and accountability and adopt appropriate ethical

and professional standards and responsibilities in their publications as set out below.

3. Good practice requires that all University Staff include the details of their research outputs in the relevant University research publications databases according to the relevant procedures for recording that information. Staff and Registered Students should also help to ensure wide dissemination of their publications and therefore cooperate in requests from the University to include their outputs in a publicly accessible repository where appropriate.
4. There is a fundamental ethical obligation on authors to acknowledge and attribute external sources of information. Citation of sources should be carried out in accordance with the Harvard referencing system which has been adopted as standard by the University, or in accordance with the house style of the relevant publisher and/or the normal practices of the discipline concerned. Citation not only gives credit to the work of others, but also enables readers to identify elements in the text and therefore recognize the contribution of the author or authors in the context of previous work. Failure to cite sources could, inter alia, constitute plagiarism and may be subject to disciplinary procedures.
5. The KLE Tech cannot endorse citation arrangements which are contrary to academic conventions (such as citation clubs or the unnecessary use of self-citation). Guidance will be provided by the Research Committee as to acceptable use of self-citation. Membership of Citation Clubs may be regarded as misconduct
6. It is in the interests of faculty, Registered Students and the University that good practice in the matter of co-authorship is disseminated, understood and followed.
7. A publication must contain appropriate reference to the contributions made by all those who have made what might reasonably be regarded as a significant contribution to the relevant research. Any person who has materially contributed through conceiving, executing or interpreting at least part of the relevant research should be given the opportunity to be included as an author of a publication derived from that research. Accepting the status of co-author implies a full commitment to having one's name and reputation fully associated with the content of the publication.
8. There is a general ethical obligation that the contributory efforts of persons who have helped in the work being reported in a publication should be identified and acknowledged in it. It may, therefore, be appropriate to identify those who have assisted substantively in the work presented in a publication. This may include financial sponsors, colleagues within and outside the University who have given advice and any others who have facilitated the collection of material or data on which the publication is based or who have assisted in producing the publications. Those identified should be approached for permission if it is intended to acknowledge their assistance in the publication, and they should be offered the opportunity of

seeing the publication.

9. A publication which is substantially similar to other publications derived from the same research must contain an appropriate reference to the other publications. A researcher must disclose to a publisher at the time of submission (a) substantially similar work which is being submitted to another publisher at the same time or (b) work which has been previously published.
10. Authors should be aware that in contract and collaborative research it may be necessary to seek permission for publication from all parties to the contract in advance of submission of the work to a publisher.

6.6 Sponsored research

6.6.1 Sponsored Research Projects

Sponsored project refers to one in which the PI does not charge honoraria/consultation fee. Amount may be used by the PIs as approved in the respective budget head by the funding agency. A faculty may like to approach various national and international funding agencies and industries for sponsored projects in the areas of the desired research interests. For a project sponsored by a government agency, no honorarium in any form can be claimed. The guidelines of the sponsoring agency are used to execute the project.

6.6.2 Collaborative Research Projects

Faculty may also participate in collaborative projects with other domestic or foreign partners. In such projects, even though there may be an overall project, there must be a separate budget and scope of work statement to be done by the faculty and staff of the Institute. The summary statement provided to the Institute should be based primarily on the portion to be done by the Institute. The Institute will treat this like any other sponsored project.

6.6.3 Project execution Guidelines

1. Project responsibility The sanctioned projects are headed by a Principal Investigator (PI), and may have Co-Principal Investigators (co- PIs)/ Administrative PI (to operate the project, in case PI is out of station) and the deliverables are the responsibility of the PIs.
2. For each sponsored project, the entire expenditure for the operation of the project is required to be met out of funds provided by the sponsoring agency. The responsibility for operation of the project lies solely with the PI.
3. Preparation and Submission of the Proposal The project proposal should be formulated according to the format prescribed by the concerned funding Agency and submitted to the R & D Cell of the University for further

processing. No proposal shall be submitted by the PI directly to the funding agency without the information to the R & D cell.

4. Ethics/ (Intellectual Property Rights) IPRs Funding agencies are concerned with ethical issues of the scientific experimentation on humans, animals, etc.

PIs are responsible for upholding academic integrity, Non-Disclosure Agreements (NDA), MoU guidelines of the funding agency and the University Research Policy during the execution of the projects. PIs are responsible for the submission of progress reports, statement of expenditures and utilization/completion certificates of the project.

6.7 Ethical Review

The KLE Tech requires that all Staff and Postgraduate Registered Students' research projects undergo an ethical self-assessment and, where further scrutiny is required, an ethical review by an Ethical Review Committee of University or external ethical review committee as suggested by the university regulatory committees. Software tools are used for plagiarism check and is followed by all the researchers.

6.8 Additional Requirements

Any special standards of work performance or conduct imposed by law or by the KLE Tech in relation to particular categories of research are deemed to be included in this Code in its application to persons engaged in that research in the University.

6.9 Adverse Events

Research workers have a duty to monitor and report any Adverse Events occurring in the course of the research and each School/dept/center must have systems in place to ensure that all such Adverse Events are recorded and, if appropriate, investigated. In this context, an Adverse Event is an event which results in harm to the researcher, the research participants, or the environment.

6.10 Misconduct

1. Misconduct in research is a failure to comply with the provisions of this Code and, without limiting the generality of the foregoing provisions, is taken to include Fabrication, Falsification, Plagiarism, Misrepresentation, Mismanagement of Data and/or Primary materials etc., and general Misconduct.
2. Researchers and other members of Staff have a duty to report any breach of this Code where they have good reason to believe it is occurring, to the Head of College or some other person in authority.

3. The University considers an accusation of research misconduct to be within its remit and suitable for consideration according to its relevant disciplinary procedures.

Chapter 7

Research Extension and Collaboration activities

7.1 Research Extension and Collaboration activities

University has s strategic theme for the Societal Engagement. The details are;

7.1.1 Goal

KLE Tech will actively seek out strategic opportunities to contribute to the socio-economic development and benefit of the people of the region. Societal engagement, and regional development, will be a distinctive feature of learning and research endeavors at KLE Tech. The university will strive hard to enhance quality of life in the region by contributing its expertise, experience and leadership. A more intimate engagement with society will not only enrich the community but will benefit our students as well. It will offer additional opportunities for research, for experiential learning, technology translation, and for development of values of citizenship and social service. We will pursue this agenda through sustained partnership with public, private, non-governmental, professional bodies.

Universities form an important pillar in the competitiveness of the regions in which they are situated. They should create economic value by serving as magnets of talent, as engines of innovation and as incubators of new products, technologies, and ideas. Our work in driving innovation and entrepreneurship in our region will be grounded on a strong entrepreneurial culture amongst our faculty, students, alumni, and industry.

7.2 Student – Society

Integrate civic engagement and service learning into student learning experience, wherein students can understand and connect to societal needs.

Create educational experiences wherein students develop a greater understanding of social issues and take responsibility to evolve innovative solutions to address them.

7.2.2

Encourage and support the students to take up projects that have distinctive features of community engagement, and benefit the local and regional communities.

7.2.3

Encourage and support students to take up entrepreneurial initiatives of relevance to society

7.3 Institute-Society

Actively engage in advancement of the region through leadership role in the community and emerge as a model for university-society partnership.

7.3.1

Be a leader in a strong network of local and regional organizations, government entities, educational institutions and private foundations that link the university to external communities so as to create a positive and meaningful impact.

7.3.2

Address the needs, challenges, and perspectives of the region with services, applied research and collaborations with appropriate organizations.

7.3.3

Support educational institutions and students in the region through outreach programs and services to enhance quality of education.

7.4 Entrepreneurship

Create an entrepreneurial ecosystem driven by innovation and collaboration for the growth of industries and employment opportunities in the region. Provide and support formal and informal opportunities to students and faculty to participate in entrepreneurial activities leading to start-up company creations and employment.

7.4.2

Engage entrepreneurial communities to create vibrant entrepreneurial ecosystem in the campus and in the region.

7.4.3

Promote and support technological innovation and research by students and faculty leading to solutions that address wide range of societal needs and also create value for the new enterprises.

Part II Consultancy policy

Chapter 8 Consultancy policy

8.1 MoUs

The University has established technological ecosystem for promoting research consultancy and collaboration with other Institutions/Industries of repute operating under various MoUs.

8.2 Consultancy policy

To develop outreach activity, the consultancy is one of the activities. In this regard the faculty of KLE technological University has the potential to carry out consultancy. Hence it is proposed to give permission to carry out consultancy and any financial gain out of this may be shared between the institution and faculty & the staff involved. It is proposed that there can be three levels of categories depending upon the financial involvement of institution and the share of distribution of financial gain can be different for different categories

8.2.1 Category I

Here faculty / staff uses the infrastructure like building, electricity, water etc. along with materials for testing, prototyping, material preparation etc.

8.2.2 Category II

Here faculty / staff uses the infrastructure like building, electricity, water etc. only.

8.2.3 Category III

Here faculty visits outside, uses intellectual developments due to the developments in the Institution and gets a duty leave. Depending upon the categories it is proposed to have the following distribution of financial gain

- * The internal distribution shall depend on the project and agreement on case by case basis.

Category / party	Category I**	Category II ****	Category III
Institution	50%	30%	20%
Faculty/ Staff*	43%	60%	70%
Administrative cost	7%	10%	10%

- ** In special cases the share may be different depending upon the agreement
Administrative cost Head of the Institution, Head of Department /School/ office staff*

Part III IP Policy

Chapter 9

The University IP Policy states the procedure to be followed in the administration of inventions which result from teaching, research, and other intellectual activity performed under University auspices. The University has developed IP review and IP filing process which aids inventors to protect their IP rights. The policy is reviewed annually and revised as per the requirements and developments of the University and IP rules and regulations of India.

IP policy also eludes to various agreements to transfer, share and monetize IP rights. The following documents are part of the IP policy

Part A- IP Policy Preamble

This policy concerning Intellectual Property of KLE Tech is aligned to the vision and mission of KLE Technological University.

KLE Tech acknowledges the role of numerous stakeholders in the creation of its Intellectual Property (IP), namely the government, public, researchers, faculty, staff, postdoctoral fellows, research students, postgraduate and graduate students, guest researchers, sponsors, technology transfer units and the national IP offices. Being a public educational institute, interests of the various stakeholders have been attempted to be taken care of.

KLE Tech recognizes the importance of innovations and assists in translating them into products, processes and services for both commercial benefits and achieves the widest public good. The features of this IP Policy aim to meet such needs and enable KLE Tech to achieve its vision. KLE Tech's IP policy is designed to identify, protect, and leverage the bouquet of IPs that is generated from research

– patents, copyrights, design rights and trademarks amongst others, that serve the purpose of knowledge diffusion and commercialization.

The IP policy of KLE Tech is segregated into two primary sub policies relating to (a) "inventions" and (b) "expressions" associated activities at the KLE Tech. The main IP policy presents the generic position of KLE Tech. The Inventions related IP Policy relates to patent, design, layout, trademark, bio-diversity and related rights whilst the Expressions related IP Policy provides direction for the Copyright and related rights. Various forms that explain in detail the sub processes, various situations and required documentation will be included as part of the implementation of this policy.

Chapter 10

Part B- The KLE Tech Hubballi Intellectual Property (IP) Policy

10.1 IP Policy

This policy is applicable to all the KLE Tech Personnel—students, faculty, staff, researchers, project engineers, research assistants, interns, visiting scholars and CTIE staff members. Entrepreneurs, industry and external parties should be aware of KLE Tech’s IP policy if they are working with KLE Tech to generate IP, share or license IP or any other IP related activity. Ownership of IP when external parties are involved is also addressed in this policy.

KLE Tech personnel are entitled to decide if the results of any research undertaken by them in the course of their employment/ engagement with the KLE Tech shall be disseminated through publications or disclosed as they wish in accordance with normal academic practice. However, the concerned parties should be aware of the various Intellectual Properties that get created in the course of their research, collaborations and teaching that has potential for increased productiveness or break through development/inventions and creative activities as a means of effective communication and dissemination.

Under situations where a particular invention /development come under both the sub policies of Inventions vis-à-vis Expressions, the IP Inventions Policy will supersede. The KLE Tech’s decision to grant waivers to the creators from non-application of the IP policy is delegated jointly to the Dean Research and Development (Dean R&D) and Vice Chancellor of KLE Tech OR to IP Steering committee of KLE Tech which includes VC and Dean R&D.

- I **Ownership** The IP policy has to be accepted and signed by all KLE Tech Personnel. KLE Tech owns all the Intellectual Property (IP) that is produced by all KLE Tech personnel and external stake-holders who use significant resources of KLE Tech. Refer to the detailed relevant IP Inventions Policy (Part C) and Expression Policy (Part D) for exceptions. KLE Tech reserves

the right to apply for IP protection in India/throughout the world/specific countries for suitable protection of the IP generated. KLE Tech will also decide about the continued maintenance of the IP.

The policy also addresses scenarios where KLE Personnel are working with external parties when IP is generated jointly. The following scenarios exist

I-A) When IP is generated using KLE Tech's research facilities (significant resources) (Labs, workshops, software and computing systems) jointly by external party and KLE Tech personnel. In this case the IP rights are mutually agreed upon by KLE Tech and external party - before the start of the collaboration. IP rights shall be jointly filed by KLE Tech and external party. An agreement (Annexure 5) is signed regarding sharing of monetized value of IP.

I-B) When IP is generated by external party using research facilities (significant resources) of KLE Tech. In this scenario IP rights are mutually agreed upon by external party and KLE Tech - before the start of the collaboration, and an agreement (Annexure 5) is signed regarding sharing of monetized IP value. IP rights can be filed jointly by KLE Tech or a third party.

I-C) IP rights can be waived by KLE Tech when KLE Tech students and personnel generate IP while working with an external party and using their research facilities (significant resources) during the period of engagement with the external party. However, if the external party has no IP policy of its own and does not insist on IP rights, KLE Tech students and personnel can protect the IP generated by them during this period by filing for IP rights through KLE Tech and avail the benefits of the policy. If the external party insists on joint IP rights point I-B above can be applied.

Annexure 1 Gives an explanation of what constitutes significant resources.

II Disclosure KLE Tech encourages timely disclosure of all potential IP/Inventions/Innovations generated (conceived or reduced to practice in whole or in part) by members of the faculty or staff (including research staff, doctoral students, students and visiting scholars) of the KLE Tech and external stakeholders in the course of their KLE Tech related activities. KLE Tech identifies the relevant statutory and other mechanisms not limited to Patent, Copyright, Trade-mark, Design Rights, Integrated Circuit, Plant Varieties and rest towards registration. Disclosure enables prompt action by KLE Tech to appropriately protect and disseminate the research activities occurring at KLE Tech.

All requests/claims for IP must be routed through the office of Dean R&D, and appropriate approvals taken before-hand.

Annexure 2 Details the process of disclosure and protection of KLE Tech's Intellectual Property. All such disclosures are considered to be confidential.

III IP Licensing and Agreements KLE Tech understands the legitimate commercial needs and the security required in the form of IP especially for breakthrough technologies. KLE Tech strives to balance this critical requirement against the primary goal of academic and research dissemination leading to a practical usage of the technologies being developed. The licensing is done by KLE Tech by considering the evaluation, marketing, negotiations and licensing of the entire KLE Tech owned IP (Refer Annexure 4 for details and Annexure 5 for information on Agreements). In certain cases, KLE Tech might use the services of a third party for licensing the technology developed, under mutually agreed terms and conditions with such party, within the framework of the KLE Tech IP Policy.

IV Licensing Types The type of license provided will depend on the nature of the invention/innovation. KLE Tech, being an academic institute, encourages non-exclusive licensing towards wider deployment of innovations being developed at KLE Tech. Under certain exceptions, KLE Tech might consider exclusive licensing. In case of platform wide use of inventions / innovations and or where significant resources/effort have to be invested by the licensee in using the IP, KLE Tech might consider providing an application and/or region specific or a full scale exclusive license. Due diligence, not limiting to business plan, business model, milestones and usage plan of the IP in discussion and other relevant information as required, would be undertaken, in order to determine the type of licensing to be provided. Licenses are provided to a company and not to an individual. License may be limited to that particular IP in discussion and not to its enhancements or modifications. Licenses provided are subject to periodic review including the working status and accessibility / availability of the IP used. Based on the review of the licensing activities, KLE Tech reserves the right to extend, modify or terminate the type of existing license provided.

a) **License Exemptions** In case of both the inventor(s) and external party(ies) requesting for the license of the same KLE Tech owned IP at the same time, preference for licensing may be provided to the inventor(s) based on the nature of technology amongst other considerations.

Irrespective of the license provided, KLE Tech retains the right for research exemption and experimental use for patents, design rights and under fair use of copyrights and trademarks on an KLE Tech wide

perpetual license towards its basic objective of academics and enhancing research. This will include the right to publish, use of technical data, the method,

product and related services that has resulted from earlier research which has been licensed for the activities mentioned earlier.

In the case of inventions by its faculty / students / research scholars / other KLE Tech Personnel under lien/sabbatical/visit/internship, KLE Tech exercises the right to the accesses of such IP created for the sole purpose of academic work and research under research exemption and fair use, being conducted within its jurisdiction. The stakeholders are encouraged to disclose the invention through appropriate invention disclosure form (IDF) of such developments during their external stay.

Technology License/ Transfer Options KLE Tech recognizes the inventor(s)/creator(s) as a key component for successful commercialization process. KLE Tech shall use the following options to utilize the IP generated. Licensing may be made either directly to third parties or through incubation or through licensing agents. It is to be noted that the IP generated would preferably be licensed and not assigned. KLE Tech reserves its march-in rights in the case of assigned IP. Any licensing done by KLE Tech will be on an as is where is basis.

- 1 **Technology licensing** This would be as per the current policy and revenues earned will be shared with the inventor(s) in a 70 30 ratio. The 70% due to the KLE Tech inventor(s) will be distributed as per the separate inventors' agreement entered into between the inventors. In the case of multiple KLE Tech inventors, the default inventors' royalty share is done on an equal basis in the absence of an alternate revenue sharing agreement. Details of royalty sharing are given in Annexure 3. Salient features of the licensing include the following

- i Preferred mode is Non Exclusive licensing. Exceptions to this will be based on the funding of the project and any other relevant requirements.
- ii Exclusive license will be subjected to periodic review of license not limiting to usage status, application and/or region specific, royalty generation for continuing such license agreement.

- 2 **Incubation through Center of Technology Innovation and Entrepreneurship (CTIE)** KLE Tech inventors and community interested to incubate the technologies developed have an opportunity through CTIE. Salient features for CTIE incubation model include the following

- i Nature of license (exclusive, non-exclusive or transfer of know how) will be based on the nature of the technology developed and on any prior contract governing the IP to be licensed.
- ii Exit time review of the earlier license provided would determine the future mode of license.
- iii Exclusive licensing provided after exit from CTIE will be subject to periodic review based on various measures.
- iv For IP involving multiple inventors, a No-objection Certificate (NoC) from all the inventors concerned is a necessity for an exclusive license to be considered. In the absence of NoCs from all concerned, a non-exclusive license ONLY will be provided to the requester(s).

Licensing through agents In some cases, KLE Tech might utilize the services of third party licensing agents and mechanisms for effective deployment of the technology developed. Salient features for third party licensing agents include the following

The nature of the licensing would be generally non-exclusive.

- ii Exclusive licensing will be subject to periodic review based on various measures. For an IP which has not been licensed to any party, the creator(s) may also contact potential licensee(s) on their own initiative, maintaining confidentiality and taking all necessary care so as not to affect the value of the IP, through appropriate agreements such as Non-Disclosure Agreement (NDA) with the potential licensee(s) during technology marketing discussions. If KLE Tech has not been able to commercialize the creative work in a reasonable time frame, the creator(s) may approach the Dean R&D for the assignment of rights of the invention(s) to them.

V Infringements, Damages, Liability and Indemnity Insurance KLE Tech shall, in any contract between the licensee and KLE Tech, seek indemnity from any legal proceedings including without limitation manufacturing defects, production problems, design guarantee, upgrades, debug obligations and the content created. The policy also supports the need to indemnify KLE Tech personnel built into the license agreements for Sponsored research and consultative work. KLE Tech shall retain the right to engage in any litigation concerning its IP and license infringements.

- VI **Conflict of Interest** The inventor(s) are required to disclose potential conflict of interest while undertaking any IP related activity. If the inventor(s) and/or their immediate family have a stake in a licensee or potential licensee company then they are required to disclose the stake they and/or their immediate family have in the company. A KLE Tech license to a company in which the inventors also have a stake and management role shall be subject to the approval of the Dean R&D taking the above consideration into fact. All KLE Tech Personnel shall be bound by the conflict of interest related policy/ guidelines of KLE Tech as applicable from time to time.
- VII **Dispute Resolution** In case of any disputes between KLE Tech and the inventors/ creators regarding the implementation of the IP policy, the aggrieved party may appeal to the Vice Chancellor of KLE Tech, and/or the IP Steering Committee. Efforts shall be made to address the concerns of the aggrieved party through the appointment of a committee of experts and the verdict of the Vice Chancellor is final.
- IX **Jurisdiction** All agreements to be signed by KLE Tech will have the jurisdiction of the court in Karnataka and shall be governed by appropriate laws of India.

10.2 The Inventions IP Policy (Patents, Trademarks, Design rights and related)

1 Applicability & Requirements

This policy is applicable to all KLE Tech personnel as defined in the overall IP policy and their range of activities such as, but not limited to, teaching, research, distance education and modules, continuing education programme, consultancy, sponsored work, collaborative research (internal and external) and the range of inventions includes patentable subject matter, trademark/service mark, geographical indicators, design registrations, integrated circuits layout, plant varieties, materials transfer and other related necessary Confidential Information.

Evaluation of academic work associated with IP creation will be subject to KLE Tech norms as applicable from time to time. Any agreement with an external agency, which requires delay in public disclosure for the purpose of IP protection, should usually not have effect for longer than three months from the time of notification by KLE Tech to the said agency.

The applicability of the IP policy will be covered through appropriate forms to be filled by the KLE Tech personnel.

2 Relevant inventions and Ownership

Under this policy, title to such inventions including software where applicable, designs and integrated circuit layouts and patentable subject matter that are created in KLE Tech with the use of significant KLE Tech resources are assigned to and owned by KLE Tech, regardless of the source of funding, if any. In case the funding agency insists on IP rights, it shall be discussed before the start of the research and IP rights shall be shared with mutually agreed ratio.

All inventors/creators are required to ensure that an “inventor’s agreement” is filled at the time of submission of an invention disclosure to KLE Tech. This agreement would among other aspects, include ratio of sharing any revenue received from commercialization of the said technology amongst the KLE Tech inventors/ creators. Absence of such an agreement will be considered as equal sharing amongst the KLE Tech inventors/ creators.

3 Ownership exemption The possibility of exemption to ownership is given in the following cases and KLE Tech reserves the right to revise these exemptions on a case to case basis.

i if the inventor / creator is not related with KLE Tech.

ii If the inventor/creator has not used significant resources of KLE Tech. The inventor(s)/creator(s) are to submit the lack of using significant resources (as described in Annexure 1) for exemption purposes.

iii If KLE Tech is not interested to take forward the disclosed invention/creation towards IP protection or through prior specific agreement.

In case of KLE Tech not protecting an IP, the inventor(s)/ creator(s) are provided with the permission to protect the same in countries of their choice.

4 Externally Funded /Collaborative Development For the relevant invention(s) including software, designs and integrated circuit layouts, produced during the course of a sponsored and/or collaborative activity(internal/ external),specific provisions related to IP made in contracts governing the collaborative activities are to be referred along with this policy. Cases where confidential data and results are to be used by the KLE Tech for its academic and research work, exclusive access to the relevant project members have to be provided. Relevant faculty, students and researchers who would contribute in such projects are to be duly notified of potential delay in approval for publication, academic and research related activities before accepting such project proposals. Based on such agreements assigned by KLE Tech, the following scenarios are envisaged

i KLE Tech is the sole owner of the IP generated from the funding provided.

ii The IP generated disowned jointly with the collaborative partner having the first rights of refusal towards commercialization.

iii In the case of a collaborative/multiple consortium based IP generation, the IP terms of such agreement is to be considered along with the policy. In the absence of any specific mutually agreed IP agreement in such cases, KLE Tech follows its IP policy.

iv KLE Tech can assign the IP generated, to the funding agency based

on the nature of the technology, funding and specific applications.

Under all circumstances, KLE Tech always reserves the right to use the IP generated for its academic and research purposes.

5 Design Rights

The design right for a created component (physical or graphic, any dimension) follows the IP inventions policy as indicated in this section.

6 Trade Mark(s)/ Service Mark(s)

The logo of KLE Tech would be the trade mark of the KLE Technological University. It is to be noted that the logo of KLE Tech cannot be used on any of the private communication of any of the KLE Tech personnel. Official activities that are part of the officially recognized bodies of KLE Tech, web pages hosted on the KLE Tech domain, project websites and reports in which KLE Tech is a project member, student thesis are allowed by default to have the KLE Tech logo. The usage of the KLE Tech logo, KLE Tech name in full or partial for all other activities has to get due approval of KLE Tech.

7 Material Transfer Agreements (MTAs)

This agreement is of relevance to activity which requires a physical material access for research. KLE Tech follows a material transfer agreement aligned with its academic and research needs. The MTA is used for both KLE Tech to provide a material (typically biological) to any other external party and also to request any material from external agency. Such agreements are to be finalized in consultation with KLE Tech for all materials transferred to and from external agencies.

* * End of Inventions related IP Policy* *

10.3 The Expressions IP Policy (Copyrights related)

1 Applicability & Requirements

This policy is applicable to all KLE Tech personnel as defined in the overall IP policy and their range of activities during their engagement with KLE Tech such as, but

not limited to, teaching, research, distance education, continuing education, consultancy, sponsored work, collaborative activity

(internal and external), KLE Tech designated or sponsored work (academic, cultural) and the range of creations includes copyright able works and related necessary confidential information.

This sub policy is limited to the “literal” component of any deliverable and patentable / “inventions”- related content will be under the purview of the IP inventions policy. As an example, thesis under the copyright policy of KLE Tech refers only to the literary work of the thesis.

Evaluation of academic work associated with IP creation will be subject to KLE Tech norms as applicable from time to time. Any agreement with an external agency, which requires delay in public disclosure for the purpose of IP protection, should usually not have effect for longer than three months from the time of notification by KLE Tech to the said agency.

2 Relevant inventions and Ownership

Title to such creations including literary works, software, music, cinematography, sound and other rights covered under the Copyright Act of India, 1956 and amendments thereof, where applicable, that are created in KLE Tech with the use of significant KLE Tech resources under this policy are assigned to and owned by KLE Tech.

KLE Tech is the owner to the administrative and other documents created as part of designated work. Examples include course outline documents, question papers, answer sheets, grade ranking sheet, and other such creations. All the creations are required to ensure that the “inventors’ agreement” is filled at the time of submission to KLE Tech. This agreement would among other aspects, include ratio of sharing of any revenue received from commercialization of the said creation. Absence of such an agreement will be considered as equal sharing amongst the creators.

3 Ownership exemption

Exemption to ownership is given in the following cases and KLE Tech reserves the right to revise these exemptions on a case to case basis. Copyright being present by default on any material being created, the policy provides the following ownership exemptions to the various creations that

occur as part of KLE Tech personnel's activities. The copyright ownership is treated separately for the various creations identified.

Teaching/ Course material

- 1 KLE Tech acknowledges that the author is the owner of teaching materials created for teaching purposes during author's engagement with/stay at KLE Tech.
- 2 As most of the course content is created cumulatively and in order to enable a wider usage and distribution of the teaching materials created, KLE Tech by default gets a license to the copyright and all other rights of the content created by the creator for fair dealing under academic and research context.
- 3 KLE Tech is not liable for any of the copyright violations by its personnel for the content created. The author is expected to carry out due diligence in the course of content creation.

Thesis

- 1 The student is the original creator of the thesis, fine-tuned with relevant contribution of the supervisor(s) and the copyright authorship rests with the student creator.
- 2 The ownership is jointly held by the student creator and the supervisor(s) concerned. The supervisor(s) can waive off their joint ownership if desired. Relevant forms will be made available for such waivers.
- 3 The supervisor(s) is (are) required to sign off at the time of the thesis submission, indicating the commercial/potential commercial/no commercial value of the work concerned.
- 4 KLE Tech reserves the right to identify potential IP generated through the submitted thesis and protect such identified IP before displaying the thesis in public domain. KLE Tech gets a non-exclusive, non-commercial license for the display and use of the thesis for academic and research purposes.
- 5 In the case of a thesis resulting from external funding, the joint ownership of the thesis extends to the external supervisor(s). Pending any specific agreement, the IP and Copyright policy of KLE Tech will be applicable by default in such cases.

- 6 Both the student and the faculty supervisor(s), where applicable, have the right to first refusal for any further adaptations and other derivative work that is intended to be done by either of the parties. They are given three months' time from the day the official request submitted, to exercise their right to refusal. The official request should include at the minimum the adaptations identified.
- 7 Failure to respond within the time duration of three months will be deemed to be an acceptance of the proposal presented. Either party can approach KLE Tech towards the resolution. The Vice Chancellor of KLE Tech authorizes the formation of a panel under the Dean R&D for a resolution process.
- 8 Irrespective of any agreement, KLE Tech reserves the right to use the thesis for educational and research requirements. KLE Tech may not prefer the use of NDA for its thesis evaluation.
- 9 KLE Tech gets an automatic right to display the thesis in soft and hard forms

Books, articles and related literary works

KLE Tech encourages its personnel to spread knowledge and books, technical articles etc. are ways in which this vision can be achieved. In this respect, KLE Tech does not claim ownership of copy right on books authored by KLE Tech personnel. In cases where the books are related to the multiple research groups / faculty teaching the course in the KLE Tech, it is expected that the interested author shall get the relevant objection certificate from co-authors/ other contributors.

Use of KLE Tech logo on any personal publications by the faculty/staff/student is prohibited. In cases of KLE Tech designated works and other works like the content development programme, the ownership rests with KLE Tech.

Students who wish to publish their thesis, prior to submission for an academic degree, as a book or any other type of publication are required to seek a prior written approval from Dean R&D -KLE Tech.

* * End of Expressions related IP Policy* *

10.4 Annexure

Annexure 1

Defining parties concerned and significant usage

In addition to faculty and staff (including project staff), the provisions of the KLE Tech's IP policy will extend to all students, research scholars and post-doctoral fellows, non- employees who participate or intend to participate in research projects at KLE Tech (including visiting faculty, industry personnel, visiting students, fellows, etc.) either in a direct or indirect relationship with KLE Tech or through any related activity.

- 1 Use of library facilities, internet connectivity, and occasional use of office equipment and office staff will not be considered "significant use" of KLE Tech facilities and equipment. In addition, the following are accepted as no significant usage of KLE Tech resources
- 2 The inventor does not use any KLE Tech provided funds or KLE Tech. administered funds in connection with the activity resulting in generation of IP.

Prior disclosure by the inventors of any intellectual property that closely resembles a specific research project at the KLE Tech, together with an explanation that such intellectual property did not arise through use of KLE Tech resources.

The KLE Tech requires the individual to provide supporting documentation towards the claim of no significant use of the KLE Tech resources and reserves the right to grant appropriate waivers. It is to be noted that in the event of further development or modifications to an earlier individual work by making significant use of KLE Tech facilities, resources and related funding, KLE Tech may assert further rights in accordance with its IP policies.

Access to facilities for external registered students is limited to their related research and is bound by the IP policy of KLE Tech.

Annexure 2

Disclosure, Assessment and Protection

For all invention(s) produced at KLE Tech University, the inventor(s) who are KLE Tech Personnel are required to disclose the creative work to the IP Coordinator or Department IP representative at the earliest date using an Invention Disclosure form (IDF) of the KLE Tech. Disclosure is a critical part of the IP protection process and it formally documents claims of invention, the date of the invention and other details of the invention. The inventor(s) shall assign the rights of the disclosed invention to KLETech.

For sponsored activity, the provisions of the contract pertaining to disclosure of creative work are applicable. For IP generated collaboratively with an external agency disclosure process can be adopted, however the IP rights shall be mutually agreed upon.

All KLE Tech personnel and non-KLE Tech personnel associated with any activity of KLE Tech shall treat all IP related information which has been disclosed to the KLE Tech and/or whose rights are assigned to KLE Tech, or whose rights rest with KLE Tech personnel, and/or whose rights are jointly owned as confidential. Such confidentiality shall be maintained till the date as demanded by the relevant contract, if any, between the concerned parties unless such knowledge is in the public domain or is generally available to the public.

In order to expedite and complete the procedural and legal formalities of IP protection, all inventors / creators of KLE Tech are required to sign such identified documents and provide assistance to empower and enable KLE Tech to complete these statutory requirements within stipulated time.

Assessment of Inventions /Innovations for protection

The KLE Tech shall assess the patentability of the invention and make one of the following recommendations

- 1 KLE Tech shall take the responsibility of protection of the IP, in which case, KLE Tech will initiate appropriate processes.
- 2 In the event of KLE Tech not taking up the responsibility of protection of the IP, the inventor/creator(s) may then choose to protect the IP on their own. However the ownership rights shall remain with KLE

Tech. In such cases, the cost and revenue sharing will be governed by a separate agreement between KLE Tech and the inventor / creator(s).

- 3 Filings of IP Applications in foreign countries Within a reasonable period of filing the complete IP application in India, KLE Tech shall, based on available information decide on the suitability of protection of the invention in foreign countries.
- 4 If KLE Tech opts not to undertake such protection in any specific country requested by the inventor(s), the creator(s) may then choose to protect the creative work on their own. However the ownership rights shall remain with KLE Tech. In such cases, the cost and revenue sharing will be governed by a separate agreement between KLE Tech and the inventor / creator(s).

Renewal of IP Rights

A decision on the annual renewal of IP rights will be taken by the KLE Tech. If KLE Tech decides not to renew the IPR in any country, then it may assign the rights of the IP in that country to the creator(s) based on a request to that effect from the creator(s) and an internal review. In all cases where IP rights in any specific country have been reassigned to the inventor(s), KLE Tech shall not claim any share of proceeds earned through that IP in that country excepting for the costs already incurred by KLE Tech.

Revenue Sharing

Net earnings from the commercialization of IP owned by KLE Tech would be shared as follows

- 1 The inventor(s)/creator(s) share would be declared annually (or as revenues are received) and disbursement will be made to the inventor(s)/creator(s), their legal heir, whether or not the inventor(s)/creators are associated with KLE Tech at the time of disbursement.
- 2 The revenue sharing ratio between the inventor team and KLE Tech will be a fixed 70/30 in favor of the inventor team. IP protection costs will be part of the license revenue sharing agreement between KLE Tech and inventor(s).
- 3 Where applicable and when KLE Tech reassigns the rights of the IP to its creator(s) for any country, the cost and revenue sharing will be governed by a separate agreement between KLE Tech and the inventor / creator(s).

The inventors may at any time by mutual consent revise the distribution of IP earnings agreement.

Role of Dean R&D

Dean R&D KLE Tech provides guidance, support and resources to all KLE Tech personnel and facilitates protection and deployment of intellectual property. In achieving this goal, Dean R&D creates awareness about the importance and role of IP Rights, implements the IP policy, ensures transparency and fairness of implementation processes, solicits feedback regarding the fulfillment of the IP policy and periodically reviews the Policy to improve upon any shortcomings, strengthens the infrastructure and resources for protection and exploitation of IP and makes available expert inputs.

Issues of ownership, confidentiality, disclosure, patentability, technology transfer, revenue sharing, and conflict of interest among others play a very important role in any IP management and workshops/meetings are conducted by the KLE Tech to enhance awareness on related issues. Dean R&D also provides templates and guidelines for the contracts, agreements and MOUs governing the effective exploitation of the IP produced by KLE Tech. All such agreements and matters relating to claims, filing, confidentiality, infringements, damages, liabilities and compliance are administered by Dean R&D.

Contracts and Agreements

All agreements including but not limited to the following categories, for activities undertaken by any KLE Tech personnel need to be approved by KLE Tech.

1Non-disclosure

Agreement 2License

Agreement

3Technology Transfer

Agreement

4Collaborative MOU with University / Organisation

Dean R&D acts as the final signing authority in all categories of agreements listed above. Dean R&D facilitates the process of framing such agreements by way of providing templates and services through professional consultants.

ANNEXURE – 2

[University's IT Policy]



Approved by BOG-3: Dated: 24-12-2015



INFOCELL

Information Technology Policy

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Introduction

The KLE Technological University, from its inception in the year 2015, has IT Policy, which provides the policies and procedures for the selection and use of IT infrastructure within the campus. All the employees and students must follow the Policy.

KLE Technological University will keep all IT policies current and relevant. Therefore, from time to time, it will be necessary to modify and amend some sections of the policies and procedures.

Any suggestions, recommendations, or feedback on the policies and procedures specified in this are welcome.

These policies and procedures apply to all employees and students.

The policy is approved by the Board of Governance (BoG).

KLE Technological University has an extensive and comprehensive policy to bring radical changes in ICT implementation in the fast-changing technological scenario.

The Information Services Cell (Infocell) of the university has been assigned the responsibility to develop and manage the IT- infrastructure and services for the university. Infocell is headed by a faculty Coordinator and supported by a technical team. Infocell has formulated and monitoring IT service management policies for the university. IT service management policies of the university is classified into the following groups:

1. IT Security Policy.
2. Email policy.
3. IT Data Backup policy.
4. Software purchasing policy.
5. Hardware purchasing policy.
6. Policy for the use of Software.
7. IT Procurement Policy.
8. Bring your own device policy.
9. E-waste Policy

1 Policy for the use of Software

Policy Number: 1.0

Policy Date: 11-09-2020

1.1.1 Purpose of the Policy

This Policy provides guidelines for software use for all employees within the campus to ensure that all software use is appropriate. Under this Policy, FOSSEE software will be conducted under the same commercial/educational software procedures.

1.1.2 Software Licensing

All employees of the campus will follow all computer software copyrights and terms of all software licenses.

Where licensing states limited usage (i.e., number of computers or users, etc.), it is the IT cell's responsibility to ensure these terms are followed.

The Department lab instructor is responsible for completing a software audit of all hardware twice a year to ensure that software copyrights and license agreements have adhered.

1.1.3 Software Installation

KLE Technological University is to be the registered owner of all software.

Only software obtained in accordance with the getting software policy is to be installed on the campus's computers.

All software installation is to be carried out by the lab instructor in coordination with IT Cell.

A software upgrade shall not be installed on a computer that does not already have a copy of the original version of the software loaded on it.

Any computer purchases made by the individual departments/projects should make sure that such computer systems have all licensed software (operating system, antivirus software, and necessary application software) installed. Respecting the country's anti-piracy laws, University IT policy does not allow any pirated/unauthorized software installation on the university-owned computers and the computers connected to the University campus network. In the absence of such undertakings, University will hold the department/individual personally responsible for any pirated software installed on the computers located in their department/individual rooms.

1.1.4 Software Usage

Only software purchased in accordance with the getting software policy is to be used within the campus.

Before using any software, the employee must receive instructions on any licensing agreements relating to the software, including any restrictions on the use of the software.

All employees must receive training for all new software. It includes new employees to be trained to use existing software appropriately. This will be the responsibility of the lab instructor / IT Cell.

Employees and students are prohibited from bringing software from home and loading it onto the campus's computer hardware.

Unauthorized software is prohibited from being used on the campus. This includes the use of software owned by an employee and used within the campus.

The unauthorized duplicating, acquiring, or use of software copies is prohibited. Any employee who makes acquires or uses unauthorized copies of software will be referred to The Registrar for disciplinary action. The illegal duplication of software or other copyrighted works is not condoned within this campus, and The Registrar is authorized to undertake disciplinary action where such event occurs.

2 IT Security Policy

Policy Number: 2.1

Policy Date: 10-09-2020

At KLE Technological University, we acknowledge the importance of the security of information.

2.1.1 Purpose of the Policy

This Policy ensures the user of KLE Technological university secured data access across the campus.

2.1.2 Password Policy

Staff and student of the university will be using numerous accounts across campus.

- Official university e-mail ID
- Microsoft Teams ID for online classes.
- Student & Staff management (contineo)
- Matlab account.
- Network authentication.
- Elearning library contents.
- Learning Management System (LMS)

All these accounts are password protected. A firm password policy ensures that the student and staff should change the one-time password at first login. It also ensures that the mobile number and alternative email id is registered for a password reset.

2.1.3 Network Security Policy

A high-end industry-standard firewall monitors the data access across campus. A usage log report is maintained on a regular basis. Access point controller unit and AAA server govern data security across campus wifi and lan.

All the desktop servers and workstations, and university laptops are installed with endpoint security software (antivirus).

Antivirus Software and its updating: Computer systems used in the University should have antivirus software installed, and it should be active at all times. The primary user of a computer system is responsible for keeping the computer system compliant with this virus protection policy.

Individual users should make sure that respective computer systems have current virus protection software installed and maintained. He/she should make sure that the software is running correctly. It may be noted that any antivirus software that is running on a computer, which is not updated or not renewed after its warranty period, is of practically no use. If these responsibilities appear beyond the end user's technical skills, the end-user is responsible for seeking assistance from lab instructor.

2.1.4 Network VLAN Policy

IP Address Allocation: Any computer (PC/Server) connected to the University network should have an IP address assigned by the Infocell. Following a systematic approach, the range of IP addresses allocated to each building is via a dedicated VLAN. This centralized DHCP server takes care of IP allocation and leases time. When a new server is installed and requires a static IP the concerned user can approach Infocell for a Static IP address.

DHCP and Proxy Configuration by Individual Departments / Users: Use of any computer at end-user location as a DHCP server to connect to more computers through an individual switch/hub and distributing IP addresses (public or private) should strictly be avoided, as it is considered an absolute violation of IP address allocation policy of the University. Similarly, the configuration of proxy servers should also be avoided, as it may interfere with the service run by Infocell.

VPN: The Virtual Private Network access given with prior permission.

High-security zones like the exam section, account section, and data centers have biometric entry. In these areas, trespassing is monitored on CCTV.

Exam section LAN is isolated from accessing from campus LAN.

3 Email Policy

Policy Number: 3.1

Policy Date: 10-09-2020

Recognizing the advantages of effective email service for its Staff and students, the KLE TECH, through the Information Services Cell(InfoCell). Factors taken into account in this will include:

- scalability of email system;
- integration with standard desktop environment across multiple platforms;
- compatibility with other systems in use across the Internet;
- feature rich;
- powerful administrative interfaces;

- accessible via browser interface;
- spam free
- supports pop3 and imap

3.1.1 Purpose of the Policy

This Policy provides guidelines to create and use of KLE Technological University email.

3.1.2 Access to the KLE TECH Email Environment

Access to the KLE TECH environment shall be available to all users with authorized accounts as specified in the Acceptable Use of IT policy. Access shall be available through local on-campus or remote off-campus means.

KLE TECH facilities are not to be used for commercial purposes other than those which are directly related to the business of the KLE TECH.

3.1.2a Applying For An Email Account (Staff)

An applicant for an email account should download the application form from infocell.kletech.ac.in, obtain the appropriate signature and forward the completed original form to the IT Help Desk.

3.1.2b Applying For An Email Account (Students)

For all the students of KLE TECH email account is automatically created as part of the enrolment process.

3.1.2c Gaining Access (Staff)

Use of the email client (such as outlook or thunderbird) installed on a staff desktop machine is the preferred method of access. This is the fastest, easiest, and most comprehensive method for accessing email. Every staff desktop computer should have the email client software installed on the machine.

An alternate method is to use a web browser to access the email account via a web browser. This method is best used within the KLE TECH when Staff is at a different location from their staff desktop machine, as it provides for simple access to email. Further details on accessing email on the web are found at the Outlook Web Access Help Pages

3.1.2d Gaining Access (Students)

When on campus, students can use the email client installed in student computer pools, or access their email via web browser.

3.1.3 Responsibilities of Use of KLE TECH Email Facilities

Each person who has access to the email facilities provided by the KLE TECH has the responsibility to use those facilities according to the Acceptable Use of IT policy.

3.1.4 On-line Mailbox Space Management

The mailbox space is unlimited for students and Staff.

3.1.5 Usernames and Passwords

The InfoCell will assign a Username and Password for each person given access to the KLE TECH Technology email facilities. Users may change their passwords at any time.

Username and passwords are subject to guidelines defined in the Username and password policy. InfoCell has the responsibility for assigning an email address to an appropriate username.

The IT Acceptable Use policy provides additional guidance on user accounts and passwords.

3.1.6 Format of Staff and Student Email Addresses

3.1.6a Staff

Staff will have an email address of the format: `firstname.lastname@kletech.ac.in`

In some cases, alternative forms of email address may also be assigned to Staff, such as `nickname.lastname@kletech.ac.in`

In the case of staff members with the same name, a middle initial will be used to differentiate the two users, such as `firstname.middleinitial.lastname@kletech.ac.in`

Staff email addresses of the form `abbreviation.lastname@kletech.ac.in` and `anyname@org-code.kletech.ac.in` will no longer be created. Some existing addresses of this form which are heavily used will be maintained until the staff member leaves.

3.1.6b Students

Students will have an email address of the format: `Mail-ID@kletech.ac.in`

The Mail-ID of a student will be in the form `01feXXbXXNNN`, where

- 01fe = the full time engineering.
- 19 = the two digits of student year of admission.
- XXX = the three digits of student branch
- NNN = three digits starting at 001 for the first student with a particular combination of letters and incrementing by one for each subsequent student with the same combination of letters.

3.1.7 Deleted Accounts

3.1.7a Procedures relating to email when a staff member leaves

- When a staff member's email account is to be deleted because they leave the KLE TECH, the person requesting the deletion must complete the appropriate form and have it authorized by the relevant Head of Department.
- It is the responsibility of the departing staff member to tidy up their email account before their departure. Messages which relate to KLE TECH business should be retained or archived appropriately. Messages which remain in the email account will be viewed by other Staff once the departing staff member has left or can be delegated to another staff member.
- Deleted email accounts remain active for three months. During this time all email addressed to the mailbox is redirected to the member of Staff who requested the deletion or their delegate. This person then has the responsibility for managing that mail.
- New messages which arrive for a deleted email account in the three-month period will not be automatically redirected to an email account external to the KLE TECH. Personal mail messages for the former staff member will be on forwarded (if a forwarding e-mail address is known) on the request of the departing staff member. KLE TECH e-mail messages will not be disclosed nor forwarded to the former staff member.

After three months, the entire mailbox for the former staff member will be archived and then deleted from the address book.

3.7.1b Students

Student email accounts will normally be disabled or deleted at the end of the final semester.

3.1.8 Use of Email Signatures

3.1.8a Include a signature file on all e-mail

The signature can be added with appropriate syntax

Do not include drawings, pictures, maps, graphics in your signature or an inspirational or another type of quotation at the end. Such material is unnecessary in business communication and may not be well-received.

4 IT Backup Policy

Policy Number: 4.1

Policy Date: 10-09-2020

At KLE Technological University, we acknowledge the importance of data and its accessibility. Data that is generated has many formats, for example, staff data, student's data, and library data, etc.

4.1.1 Purpose of the Policy

This Policy provides guidelines to the laboratory staff or instructors and IT Admin to make the most use of appropriate data and its backup procedures.

4.1.2 Backup Procedure and Policy

- Student's files are stored safely on the system running Windows 2012 server OS which is configured as Active Directory Server/ File Server. Each user is allocated with a unique login ID & password, with respect to every login ID a folder is created, where the user with that particular Log-In ID has to store his/her files in the respective folder only. The access to the particular folder is restricted to the Log-In ID with a password and to the administrator only.
- The lab instructor creates valid Login IDs of all the students. The log-In ID of students is their respective University Seat Numbers. e.g. 01fexxbxxxxx
- A disk quota of 150 M.B with variable space is enabled for student accounts on the server.
- A user can login on to any machine. While logging, he/ she has to choose a domain name. On successful Login, he/she has access to all the resources of the local machine and also to his/her Network folder on the server (access to which can be through an icon displayed as Z:drive in My Computer on the local machine)
- The user folders on the ADS server are backed up daily at 5:30 P.M on a local drive. And a permanent copy is maintained on external hard drive at the end of the semester. The above task is performed by the backup operator. By doing so, we can assure maximum safety of the user data.

- The backup on the external hard drive is kept or trashed as per the respective department head's decision.
- The Passwords of all the systems to be changed once in a fortnight by the Administrator. Also, a hard copy containing the same is sealed in a cover & submitted to the HOD. The previous hard copy containing the passwords needs to be destroyed.
- All the servers and workstations are enabled with RAID.
- Configuration and data backup of Firewall, Access Controller unit, and Antivirus is automatically carried out daily at 4:15 PM and mailed to the administrator email ID.
- Student admission/ course registration/ attendance/ fees/ exam all data is stored at the contineo server and replicated on the cloud.

5 Software Purchasing Policy

Policy Number: 5.1

Policy Date: 11-09-2020

Purpose of the Policy

This Policy provides guidelines for the campus purchase of software to ensure that all campus software is appropriate, value for money, applicable, and integrates with other campus technology. This Policy applies to software obtained as part of a hardware bundle or pre-loaded software.

Procedures

5.1.1 Request for Software

All software, including types of non-commercial software such as open-source, freeware, etc. must be approved by IT cell before using or downloading such software.

5.1.1a Purchase of software

The purchase of all software must adhere to this Policy.

The purchase of software should be from authorized partners or reputable software sellers.

All software purchases should be supported by standard support requirements, subscription period, and compatibility with the campus's server and hardware system.

The Registrar must authorize any changes from the above requirements.

5.1.1b Obtaining Software and renewal.

The university procures software and licenses from time to time. The perpetual license is for a lifetime. The renewal of the Academic license is carried out once a year or every 3 years.

5.1.1c Obtaining Open Source or Freeware Software

Open source or freeware software can be obtained without payment and usually downloaded directly from the internet.

IT cell approval is required if open source or freeware software is needed.

All open-source or freeware must be compatible with the campus's hardware and software systems.

6. Hardware Purchasing Policy

Policy Number: 6.1

Policy Date: 11-09-2020

Computer hardware refers to the physical parts of a computer and related devices. Internal hardware devices include motherboards, hard drives, and RAM. External hardware devices include monitors, keyboards, mice, printers, and scanners, etc.

Purpose of the Policy

This Policy provides guidelines for the campus purchase of hardware to ensure that all hardware technology for the campus is appropriate, value for money, and, where applicable, integrates with other technology for the campus. The objective of this Policy is to ensure that there is minimum diversity of hardware within the campus.

Procedures

6.1.1 Purchase of Hardware

The purchase of all desktops, servers, portable computers, computer peripherals, and devices must adhere to this Policy.

The procurement has to specify the budgetary source (ex. College/Research/TEQIP/ Govt etc.)

The procurement requestion form is duly signed by the head of the department and The Registrar

6.1.1a Purchasing Desktop and Laptop computer systems

The desktop computer systems purchased must run a relevant operating system here, e.g., Windows 8.1 and above, Linux versions, and integrate with the existing hardware to connect the campus servers.

The desktop computer systems must be purchased as standard desktop system bundle and must be such as HP, Dell, Lenovo, ASUS, etc.

The desktop computer system bundle must include:

Desktop tower

The desktop screen of {insert screen size here}

Keyboard and mouse You may like to consider stating if these are to be wireless

{insert name of the operating system, e.g., Windows 8.1, and software, e.g., Office 2013 here}

{insert other items here, such as speakers, microphone, webcam, printers, etc.}

The minimum capacity of the desktop must be:

- i3, 8th Generation of computer (GHz -gigahertz)here}
- 4GB memory (RAM) size
- 4 number of USB ports
- Optional: such as DVD drive, microphone port, etc.

The Registrar must authorize any change from the above requirements.

All desktops' purchases must be supported by 3/3/3 years warranty and be compatible with the campus's server system.

6.1.1b Purchasing Server Systems

A recommended IT specialist can only purchase server systems.

Server systems purchased must be compatible with all other computer hardware on the campus.

All purchases of server systems must be supported by 3/3/3 guarantee and warranty requirements.

The Registrar must authorize any change from the above requirements

The latest and existing hardware technology will be covered under AMC for better availability.

6.1.1c Purchasing computer peripherals

Computer system peripherals include add-on devices such as printers, scanners, external hard drives, etc.

Computer peripherals can only be purchased where they are not included in any hardware purchase or are considered to be an additional requirement to existing peripherals.

Computer peripherals purchased must be compatible with all other computer hardware and software on the campus.

The department head can only authorize the purchase of computer peripherals.

The standard warranty must support all purchases of computer peripherals

7 IT Procurement Procedure

Policy Number: 1.1

Policy Date: 10-09-2020

At KLE Technological University, we acknowledge the importance of procurement of the right goods at the right cost. There are three sections for procurement viz—equipment, Softwares, and Consumables. The procurement is done through university funds, research grants, TEQIP grants, other Govt. grants, etc.

7.1.1 Purpose of the Procedure

This procedure provides guidelines to make the most of your budget, to procure quality goods and services in the right quantity at the lowest price possible, and at the right time, from the best vendor out there.

7.1.2 Procurement Procedure

- Upon receiving permission for procurement duly signed by head of the department and The Registrar. Letter has to be forwarded to the IT Cell.
- IT Cell will process the request based on the category.
- For Equipment and Software:
 - i. The specification and details are verified.
 - ii. The quotation request is sent to minimum of three authorised vendors and suppliers to quote with detailed specification.
 - iii. The quotation is received in the sealed and closed envelope.
 - iv. The procurement committee is formed and consists of the department head for the department whose procurement is being carried-out, Coordinator IT Cell, The Registrar (*in special cases where the budget is high Finance Officer and two more heads or deans will be included in the committee*).
 - v. The sealed quotation is opened in the committee meeting.
 - vi. The comparative statement is generated from the quotations received based on the specification, cost, warranty, payment terms and delivery.
 - vii. The negotiation meeting will be conducted and purchase order is issued to the vendor.

8 Bring Your Own Device Policy

Policy Number: 8.1

Policy Date: 10-09-2020

At KLE Technological University, we acknowledge the importance of our own laptops and mobile technologies in improving campus communication and productivity. In addition to the increased use of own laptop and mobile devices, Staff and students have requested the option of connecting their laptop and mobile devices to KLE Technological University's network and equipment. We encourage you to read this document in full and to act upon the recommendations. This Policy should be read and carried out by all Staff and students.

8.1.1 Purpose of the Policy

This Policy provides guidelines for the use of personally owned notebooks, smartphones, tablets for campus purposes. All Staff and students who use or access KLE Technological University's technology equipment and/or services are bound by this Policy's conditions.

Each employee who utilizes personal mobile devices agrees:

- Not to download or transfer campus or personally sensitive information to the device. Sensitive information of campus or personal information that you consider sensitive to the campus, for example, intellectual property, other employee details, etc.
- To make every reasonable effort to ensure that KLE Technological University's information is not compromised through the use of laptop and mobile equipment in a public place. Screens displaying sensitive or critical information should not be seen by unauthorized persons and all registered devices should be password protected
- To maintain the device with licensed operating software, current antivirus security software, etc.
- Not to share the device with other individuals to protect the campus data access through the device.

- To abide by KLE Technological University's internet policy for appropriate use and access of internet sites etc.
- Not to connect USB memory sticks from an untrusted or unknown source to KLE Technological University's equipment.

9 E-wastage Policy

Policy Number: 9.1

Policy Date: 10-09-2020

At KLE Technological University, we acknowledge the importance of e-wastage. E-waste is generated as a result of any of the below-mentioned reasons:

Upgrade and innovation in technology.

Lifestyle changes.

End of the intended usage.

The write-off method is often used for IT goods considered non-repairable and obsolete to the university.

9.1.1 Purpose of the Policy

The e-waste management policy plays a crucial role in achieving sustainable e-waste management. This policy aims to ensure that effective procedures are implemented for the handling, storage, transportation, and disposal of e-waste generated from the activities on site.

9.1.2 Procedure of the Policy

Infocell will initiate the processes the e-waste at the campus. The priority is given to repair and reuse. Later if it is non-repairable and obsolete, then the new item is procured under buyback. Finally, the scrapping of e-waste takes place if the above two clauses did not fit in.

ANNEXURE – 3

[The Regulations Governing Research Programmes of KLE Technological University' framed and approved by the Academic Council and the Executive Council, as per the provisions of 'KLE Technological University Act -2012]

Regulations
Governing
Research Programs
of
KLE Technological University
2015



KLE Technological University

(Established under Karnataka Act No.22, 2013)

1	MS/ PhD programmes	1.1 Committees		Committees responsible for admissions, monitoring and evaluation of MS/PhD programmes. Also includes scope/functions/responsibilities, compositions, and tenure and frequency of meetings of committees.
			1.1.1	Admission Committee: The Admission Committee is responsible for the conduct of entrance Test for MS/PhD admissions, scrutiny of applications and selection of applicants for MS/PhD, review of supervisor allocations
			i	Scope/Functions/Responsibilities of the Admission Committee shall be: <ul style="list-style-type: none"> • Recommend admission rules or regulations • To give notifications for MS/PhD admissions • To Scrutinize applications for eligibility • To recommend exemption for Research Entrance Test (RET) • To conduct RET and evaluation of papers with the help of Controller of Examinations • To constitute an expert team as required for Pre-registration presentations • To Approve the number of candidates under each supervisor after the Pre-registration presentation • To arranging of Pre-registration presentations • To prepare the list of selected candidates for provisional registrations • To scrutinize the applications of supervisor(s)
			ii	Composition of the Admissions Committee: To be constituted by the Vice Chancellor and shall consist of: <ul style="list-style-type: none"> • Registrar - Chairperson • Dean R & D- Member Secretary • Deans of faculty - Members • ONE Nominee of the Executive Council – Member • ONE Nominee of the Academic Council – Member • ONE member from society at large, nominated by the Vice-Chancellor–

			Member
		iii	<p>Tenure and Frequency of meeting of Admission Committee:</p> <ul style="list-style-type: none"> The tenure of the Admission Committee shall be 3 years The Admission Committee shall meet at least TWO times a year. However, the Committee shall meet as often as required
		1.1.2	<p>Research Programmes Committee (RPC): The Research Programmes Committee is responsible for the programme monitoring of MS/PhD programmes, review of progress reports, recommendations from SRC and School heads, and any other issue related to MS/PhD registrations. This is an interface to the programme offering schools and the University</p>
		i	<p>Scope/Functions/Responsibilities of the Research Programmes Committee shall be:</p> <ul style="list-style-type: none"> Review of recommendations of Head of the school regarding monitoring of MS/PhD programmes Review of recommendations of Student Research Committee and Viva-Voce Committee Sending recommendations of list of students for: <ul style="list-style-type: none"> comprehensive viva, pre-synopsis presentations, pre-synopsis submissions, thesis submissions award of degree
		ii	<p>Composition of the Research Programmes Committee: To be constituted by the Vice Chancellor and shall consist of:</p> <ul style="list-style-type: none"> Dean R & D - Chair person Deans of faculty - Members One of the senior faculty - Secretary Head of the Schools -Members
		iii	<p>Tenure and Frequency of meeting of Research Programmes Committee:</p> <ul style="list-style-type: none"> The tenure of the Research Programmes Committee shall be 3 years The Research Programmes Committee shall meet at least TWO times a year. However, the Committee shall meet as often as required
		1.1.3	<p>Student research committee (SRC): The SRC shall be formed for each of the provisionally registered PhD candidate. The SRC shall be responsible for reviewing and</p>

				monitoring the progress of the candidate from his/her commencement of PhD research to submission of the Thesis
			i	<p>Scope/Functions/Responsibilities of the Student Research Committee shall be:</p> <ul style="list-style-type: none"> • To scrutinize and approve the Coursework (Part-I) • To conduct Comprehensive Viva-Voce (Part-II) and confirmation of the PhD registration • To review/monitor periodically (at least once in <i>six</i> months) the research progress of each candidate until his/her submission of the PhD Thesis • To conduct Pre-PhD seminars • To conduct pre-synopsis presentations • To approve synopsis for submission • To approve Thesis for submission • To approve progress reports of the candidate • To send recommendations regarding progress to RPC
			ii	<p>Composition of the Student Research Committee: To be constituted by the Dean of faculty for each candidate, shall consist of:</p> <ul style="list-style-type: none"> • Head of the School - Chair person • Two domain experts, (<i>at least one external expert</i>) may be identified by the Dean of faculty on the recommendations of the Research Supervisor from time to time. • Research Supervisor(s)- Secretary • The SRC may be re-constituted by Dean of faculty in the case of non- availability of existing member(s) or for any other valid reason, in consultation with the Research Supervisor (s)
			iii	<p>Frequency of meeting of SRC Committee:</p> <ul style="list-style-type: none"> • The Student Research Committee shall meet at least TWO times a year. However, the Committee shall meet as often as required
			1.1.4	<p>Viva-Voce Committee (VVC):</p> <p>Responsible for the thesis review and conduct of final viva-voce and recommending the result of Viva-Voce to RPC</p>
			i	<p>Scope/Functions/Responsibilities of the Viva-Voce Committee shall be:</p> <ul style="list-style-type: none"> • To review the thesis • The VVC shall conduct the final Viva Voce for the candidate to defend his/her PhD

			<p>Thesis</p> <ul style="list-style-type: none"> The VVC shall submit the reports in the prescribed format to the RPC
		ii	<p>Composition of the Viva Voce Committee: To be constituted by the Vice Chancellor for each candidate, shall consist of:</p> <ul style="list-style-type: none"> Head of the School: Chairperson Research Supervisor(s): Secretary Identified Adjudicators: Members
		iii	<p>Tenure and Frequency of meeting of Viva Voce Committee:</p> <ul style="list-style-type: none"> The Viva-voce Committee meets once for the Viva-Voce The Viva Voce Committee shall meet at the time of final thesis evaluation of each PhD candidate
	1.2 Admissions		<p>Admission Rules and Regulations: List of faculties for which the degree are offered, minimum qualifications, relaxation for minimum qualifications, relaxation for RET and different category of PhD programmes</p> <p>Admission Process: The Admission process involves call for admissions, processing of applications, conduct of Research Entrance Test (RET), preparation of the selected list for pre-registration presentations, conduct of pre-registration presentations and preparation of the selected list for provisional registrations.</p>
		1.2.1	<p>University shall permit the registration for MS/PhD in the following Faculties, namely:</p> <ul style="list-style-type: none"> Faculty of Engineering Faculty of Architecture Faculty of Science Faculty of Management of studies <p>Inter-Disciplinary Subject Areas: A candidate is allowed to pursue PhD programme in a subject area of inter- disciplinary nature subject to the approval from Admission Committee</p>
		1.2.2	<p>Minimum qualifications and Relaxation for admissions:</p> <p>The minimum academic qualifications to be satisfied by the candidates seeking admission to PhD Programme,</p> <ul style="list-style-type: none"> The candidates shall possess a Master's Degree in Engineering / Technology/Architecture (allied specialization)/MBA/MSc in Physics or chemistry or Maths or MCA or equivalent from any other University recognized by Admission Committee, with a minimum

				<p>CGPA of 6.75 out of 10 or First class at either the Bachelor's or the Master's Degree in respective discipline</p> <ul style="list-style-type: none"> The candidates pursuing M.Tech. Degree at the University who have successfully completed the prescribed coursework in the first <i>three</i> semesters of study with outstanding merit of either a minimum CGPA of 6.75 out of 10 or First class at the Bachelor's Degree in respective discipline Distance mode: Students who have obtained PG degree in Engineering/Science disciplines through distance mode are not eligible. However, candidates with MBA & MCA degrees obtained through distance mode may be allowed as per UGC/AICTE norms in this regards Relaxation of Minimum Qualifications: A candidate belonging to SC / ST / Category-I / Physically challenged or any other reserved category as notified by govt. of Karnataka/competent authority from time to time shall have a relaxation not exceeding 5 % or equivalent grade in the minimum prescribed qualification level for the general category of students
			1.2.3	<p>Minimum qualifications and Relaxation for RET</p> <ul style="list-style-type: none"> The candidate shall score 55% marks (50% for SC/ST candidates) in RET to get qualified. A candidate can reappear to RET examination for indefinite times to get qualified. The following categories of candidates may be exempted from appearing the RET with the approval of Admission Committee. <ul style="list-style-type: none"> Faculty Members under QIP / FIP Candidates qualified in UGC-CSIR, JRF
			1.2.4	<p>Call for Admissions:</p> <p>The University may call for Applications for Admissions normally in the months of January and June of every academic year</p>
			1.2.5	<p>Processing of applications:</p> <p>The eligible candidates satisfying the Regulation 1.2.2 shall submit their applications for admission to the University in the prescribed format along with other necessary documents; viz., attested copies of degree certificate(s), marks cards of all related examinations, employer's certificate if employed, and such other documents as may be prescribed</p>
			1.2.6	<p>Conduct of RET: All the eligible applicants shall appear for the RET, which shall determine the candidate's aptitude for research. The marks</p>

			obtained by the candidate in the RET shall be valid for a period of two years according to minimum qualifications and relaxations given in 1.2.3
		1.2.7	Preparation of the selected list for Pre-registration presentations: <ul style="list-style-type: none"> • The candidates who are successful in the RET and all those belonging to the categories listed under Regulation 1.2.3 shall appear for the Pre-registration Presentation. • List of the qualified candidates based on cut off marks decided by Admission Committee, shall be called for Pre-registration presentations before the Admission Committee. • The candidates who have cleared the UGC-CSIR JRF with valid score shall be called for Pre-registration presentations. • The faculty members seeking registration under QIP/FIP shall be required to appear for Pre-registration presentations.
		1.2.8	Pre-registration presentations: <ul style="list-style-type: none"> • If the performance of the candidate is satisfactory then the candidate is selected for provisional registration • If the performance of a candidate is not satisfactory at the Pre-registration presentation conducted, the Admission Committee may give one more chance subsequently to the candidate to appear for the Pre-registration presentation, provided that his/her eligibility requirements are valid under Regulations 1.2.3 • Admission Committee may suggest changes / improvements in Title / Synopsis submitted / presented by the candidate. • The candidate failing in the second attempt in presentation shall not be eligible for provisional registration to PhD, but such a candidate shall have to appear for RET afresh, if required. • Preparation of the list of selected candidates for provisional registration and notified
		1.2.9	Categories of Candidates: There shall be provision for the following categories of candidates for admission to PhD <ul style="list-style-type: none"> • Full-Time: Candidates who shall pursue PhD research on full time basis, • Part-Time: In-service candidates having a minimum professional experience of one year after his/her PG Degree from among faculty members working in any Engineering College / Polytechnic / University / Deemed to be University (recognized / accredited by

			appropriate bodies in India) or research staff of public / private organizations, are eligible to pursue PhD on a part time basis
		1.2.10	<p>Leave issues:</p> <ul style="list-style-type: none"> • Employed candidates, who take up PhD Programme on full time basis, shall produce a NOC certificate from their employer-organization(s) with a sanctioned study leave of a minimum period of <i>three</i> years with full salary. • Candidates not having employment, who take up PhD Programme on full time basis shall be forbidden from taking up any employment during such period of PhD work. However, they can apply for scholarships / fellowships / stipends, if any, with intimation to University. • Foreign students shall hold valid passport/visa, clearance from MHRD and other agencies as mandated by the GOI throughout the duration of the course.
		1.2.11	In case, any information provided by the candidate is found to be false, the candidate may be debarred from PhD programme at any stage
	1.3 Monitoring		Monitoring process: The monitoring process regarding the progress of the candidates involves conduct of Coursework, Comprehensive viva voce, Pre-synopsis presentation, synopsis submission and Thesis submission
		1.3.1	<p>PhD programme:</p> <ul style="list-style-type: none"> • After provisional registration, the PhD programme of a candidate shall consist of FOUR parts in sequence, namely, <ul style="list-style-type: none"> • Part-I: Coursework – Candidates need to successfully complete the course work recommended by supervisors as specified in 1.3.2(i) • Part–II: Comprehensive Viva Voce – Candidates need to present the research title and direction during the Comprehensive Viva to seek recommendations to continue with the research plan • Part-III: Pre-synopsis presentation and synopsis submission – Candidates need to present the synopsis to SRC to seek

				<p>permission for the recommendations to submit Thesis</p> <ul style="list-style-type: none"> Part-IV: Thesis submission- Final Thesis submission for the award of PhD degree The Coursework for all categories of candidates listed under Regulation 1.2.9 shall be as prescribed under Regulation 1.3.2, there shall be no separate requirement for Coursework and such candidates shall be exempted from Part-I. A candidate shall be free to apply for a change in the Research topic /Coursework for the consideration to the SRC before the completion of Part-I. But, the candidate shall not be permitted to change the Research topic after the completion of Part-II. <p>All the PhD registrations shall be provisional initially and they shall be confirmed only on the successful completion of both Part-I and Part-II</p>
			1.3.2	<p>Course Work (Part-I):</p> <ul style="list-style-type: none"> For each candidate with Master's degree or equivalent qualification in the Faculty of Engineering, Faculty of Architecture, Faculty of Management Studies, Faculty of Science. Candidate shall choose courses from the list of courses announced by the University Candidates need to successfully complete the course work with minimum pass marks prescribed by the university
			i	<ul style="list-style-type: none"> Candidate from Engineering / Architecture, MCA and Management Studies stream is required to choose <i>FOUR</i> courses, out of which <i>ONE</i> course namely Research Methodology is compulsory. In the remaining <i>THREE</i> courses the candidate may choose <i>TWO</i> courses from the parent stream and may choose <i>ONE</i> course from any streams relevant to topic of research as recommended by the Supervisor. The candidate may also choose all three courses from the Parent Stream In Applied Science, except MCA, a PhD candidate is required to choose <i>SIX</i> courses, out of which <i>ONE</i> course namely Research Methodology is compulsory. In the remaining <i>FIVE</i> courses the candidate may choose <i>FOUR</i> courses from the parent stream and may choose <i>ONE</i> course from any stream recommended by the Supervisor. The candidate may also choose all five courses from the Parent Stream After getting provisional PhD registration, all the candidates, namely Full-Time and Part-Time

				<p>shall take up the coursework recommended by the SRC, which shall be a compulsory requirement</p> <ul style="list-style-type: none"> All the candidates shall submit their applications along with the prescribed fees for the examinations in the individual courses of Coursework in response to the notifications issued to each candidate
			ii	<p>Setting of Question papers for course work:</p> <ul style="list-style-type: none"> The question paper must be set for maximum marks of 100 and shall have similar format as prescribed for Master's degree of the University The question papers shall be set by the identified examiners appointed for this purpose by the Controller of Examinations from the panel recommended by the Head of the School The question paper setter and answer paper valuator must be a PhD. holder
			iii	<p>Evaluation of course work:</p> <ul style="list-style-type: none"> Answer scripts of all the candidates shall be valued independently by two valutors possessing PhD as appointed by CoE from the panel of examiners recommended by the Head of School If the difference between the marks awarded by the two examiners is less than or equal to 14%, the marks awarded to the candidate shall be the average of the two valuations Appointment of Third Examiner: If the difference between the marks awarded by the two examiners is greater than or equal to 15%, a third examiner shall evaluate the concerned answer script(s). The average of the marks of the nearest two valuations shall be considered as the marks secured by the candidate. However, if one of the three evaluations lies exactly midway between the other two, then the higher two marks shall be taken for averaging Prescribed Passing Standards: For passing the Coursework (Part-I), for PhD the candidate shall obtain a minimum of 50% of the marks allotted to each Course in the University Examination. The CoE shall have the provision to issue Grade Card(s) to the candidates for the Coursework.
			1.3.3	<p>Comprehensive Viva-voce (Part-II):</p> <p>The candidate shall request to conduct the comprehensive viva after successful completion of Part-I and present his/her topic to SRC and external examiners. After the successful completion of Comprehensive viva, candidate PhD admissions gets</p>

			confirmed
		i	<ul style="list-style-type: none"> The candidate shall submit a written request, with the report on research plan and progress, for the conduct of comprehensive Viva Voce, within <i>SIX</i> months after successful completion of Coursework. In the case of health / employment related problems of a candidate unable to take the comprehensive Viva Voce as above, the RPC shall be free to allow a further period of <i>six</i> months for this purpose, on receipt of a written request from the candidate with the recommendations of his/her Research Supervisor (s) and the SRC through the School The School, in consultation with the SRC and the RPC, shall schedule the date/time for the comprehensive Viva Voce preferably within <i>four</i> weeks upon receipt of the written request from the candidate The SRC shall conduct the comprehensive Viva Voce in the English language. The comprehensive Viva Voce shall be a closed-door oral examination consisting of the SRC members (as examiners), two external examiners as decided by the RPC and the candidate. The SRC shall be free to invite additional examiner(s) if need be, chosen from amongst a panel of two experts recommended by the Research Supervisor(s) for assisting it in the Viva Voce The Comprehensive Viva Voce shall consist of a presentation by the candidate on his/her topic of research, including the work done till date and the proposed future work. The SRC and external examiners (and the additional examiner(s), if present) shall test the candidate for fundamental concepts in the coursework and applied knowledge to carry out the proposed research work
		ii	<p>Confirmation of PhD registration:</p> <ul style="list-style-type: none"> The SRC shall communicate the result of the Comprehensive Viva Voce to the RPC through the School as: <ul style="list-style-type: none"> The Committee is satisfied at the successful completion of Viva Voce and the candidate shall continue the research work. OR The Committee indicates the deficiencies in specific areas in which the candidate needs strengthening of knowledge and suggesting a date preferably within the next <i>three</i> months for re-examination

			<ul style="list-style-type: none"> • If the SRC does not recommend the continuation of research work by the candidate even after the second attempt, the provisional registration of the candidate shall stand cancelled automatically • The committee may suggest refining of thesis title, objectives and orientation. • After the successful completion of coursework (Part-I) and the Comprehensive Viva Voce (Part-II), the SRC shall recommend to the RPC for issuance of notification to the candidate of confirmation of PhD Registration • The RPC shall issue the necessary notification within <i>fifteen</i> days from the date of receipt of the communication from the SRC
		iii	<p>Progress seminars:</p> <p>Candidates need to present progress seminars to SRC once a year according the admission month (January/June). These seminars are open to all the faculty members and research scholars, for getting feedback and comments/suggestions, for being suitably incorporated into the Thesis work, under the advice of the Research Supervisor(s)</p>
		1.3.4	<p>Pre-synopsis presentation and Synopsis submission (Part-III):</p> <ul style="list-style-type: none"> • The candidate shall submit a written request to conduct Pre-synopsis presentation to SRC • The SRC conducts Pre-synopsis presentation within 2 weeks after the written request • The candidate shall present a Pre-synopsis presentation before the SRC, demonstrating his/her preparedness to submit the synopsis • The Recommendation of SRC with the synopsis shall be submitted to the RPC • If the SRC is not satisfied with the research work of the candidate, it may, in consultation with the Research Supervisor(s), recommend for improvements, if any. In such a case, the candidate shall appear for Pre-synopsis presentation once again before the SRC within a period of <i>three</i> months to get permission for submission of the Thesis
		1.3.5	<p>Permission for Submission of Thesis:</p> <p>Considering the research work of the candidate, his / her performance at the Pre-synopsis presentation and other technical aspects, the SRC shall be free to permit the candidate to submit the Thesis.</p>
		1.3.6	<p>Norms for Maintaining Provisional Registration:</p> <ul style="list-style-type: none"> • A MS/PhD Candidate shall complete the entire coursework within two consecutive years from the date of provisional

			<p>registration or a maximum of four consecutive coursework examinations shall be conducted by the University from the date of provisional registration of PART-I.</p> <ul style="list-style-type: none"> • Candidates failing to fulfill the above requirements are liable to get their provisional registration automatically cancelled and no further extension/coursework examinations will be permissible for completing the coursework. Such candidates are free to apply for provisional registration for MS/PhD afresh.
		1.3.7	<p>Exit options:</p> <ul style="list-style-type: none"> • In case of unsatisfactory progress of research work by a candidate towards PhD degree as observed at any stage, the SRC Committee shall recommend the candidate to exercise the exit option and recommends to RPC • RPC will recommend exit option of the candidate to the Academic Council through Registrar
	1.4 Evaluation		<p>Evaluation Process: Evaluation process involves, eligibility check to submit Synopsis, Thesis, Plagiarism issues, and conduct of final Viva-Voce for PhD candidate for the award of degree</p>
		1.4.1	<p>Mandatory Publications requirement</p> <p>Each candidate shall publish a minimum of ONE research papers in a Refereed Journal based on his/her research work for the PhD Degree, before submission of the Synopsis for adjudication, and produce evidence for the same in the form of reprint or acceptance letter from the Publisher(s) of the Journal.</p>
		1.4.2	<p>The candidate shall pay the prescribed Thesis submission fees, and produce the “No Dues Certificates” from the School while submitting the Thesis.</p>
		1.4.3	<p>Eligibility to submit Synopsis and Thesis:</p> <ul style="list-style-type: none"> • Upon qualifying successfully in; (i) the Coursework (Part-I), (ii) the Comprehensive Viva-Voce (Part-II), (iii) satisfactory research progress, (iv) minimum of ONE publication(s) in Refereed Journal(s) and (v) recommendations of SRC on Pre-synopsis presentation (Part-III), the candidate shall be ready to submit Synopsis to the University • SRC recommends to RPC and upon recommendations of RPC candidate

				subsequently submits the Thesis, within the validity period of <i>THREE</i> to <i>SIX</i> months after the submission of synopsis
			1.4.4	Submission of Synopsis: At least <i>THREE</i> months prior to the submission of the Thesis, the candidate shall submit a Synopsis of the Thesis in English language. The candidate shall submit <i>SIX</i> hard copies and <i>ONE</i> soft copy of the Synopsis in the prescribed format to the RPC through the School along with: <ul style="list-style-type: none"> • Application for adjudication of the Thesis. • Certificate from Research Supervisor (s) stating that (i) Comprehensive Viva-Voce, at least <i>ONE</i> publications in Refereed Journal, and all other academic requirements are fulfilled and (ii) There is <i>prima facie</i> case for the submission of the Thesis and the Thesis does not contain any work, which has been previously submitted for the award of any Degree anywhere. • Undertaking from the candidate as well as research Supervisor (s) shall mention that: "The Thesis is based on the individual, original work of the candidate, which is previously unpublished research work". It shall be ensured by the Research Supervisor (s) that: The Thesis shall not contain any material that infringes the copyright of any other individual or organization and does not hurt the sentiments of any individual(s) or religion(s). The information such as text, tables, equations, diagrams, figures, charts, graphs, and photographs taken from sources such as published work, like research papers, books, periodicals, Web Sites or other sources has been cited appropriately. Further, the opinions expressed or implied in the Thesis shall be entirely of the candidate. • Certificate from the School that there are no arrears of dues up to the date of submission of the Synopsis/Thesis
			1.4.3	Plagiarism Issues: 1. Anti-plagiarism check and Submission of the Thesis <ul style="list-style-type: none"> • The candidate's thesis shall undergo plagiarism check as per the University norms. • The plagiarism shall be checked by software approved by RPC and percentage of plagiarism (similarity Index) shall be as permitted by RPC owing to software

				<p>limitation to identify the self-written research papers and definitions and common theory.</p> <ul style="list-style-type: none"> • The candidate may be given two more chances to re-submit the thesis for plagiarism checking by the University • University may fix suitable charges to the candidate for plagiarism check at University. • After getting the clearance from the RPC in this regard the candidate shall submit <i>six</i> hard copies and <i>ONE</i> soft copy of the Thesis in the prescribed format based on the research work conducted, to the School within <i>THREE</i> months from the date of submission of the Synopsis. • The School shall send <i>FIVE</i> hard copies and <i>ONE</i> soft copy of the Thesis to the Controller of Examination. • In case the candidate is unable to submit his Thesis within <i>THREE</i> to <i>SIX</i> months from the date of submission of the Synopsis, he / she shall be free to seek extension of time from the Vice Chancellor supported by the recommendations of the Research supervisor (s) and the SRC forwarded through the School. <p>2. Complaints of Plagiarism:</p> <ul style="list-style-type: none"> • The Vice Chancellor shall have the powers to constitute Expert Committees to investigate into plagiarism issues connected with any PhD Thesis submitted to the University, in the case of receipt of any complaints either from the Adjudicator(s), other individuals or any other sources. • In the event of a Thesis being proved to be copied, plagiarized or misrepresented academically, the University shall have the powers to rescind the Degree. Such candidates shall not be eligible for registering for any Degree programme at the University in the future.
			1.4.6	<p>Selection and appointment of Adjudicators for evaluation of the Thesis:</p> <ul style="list-style-type: none"> • Panel of Adjudicators: The period of <i>THREE</i> months between the submission of Synopsis and that of the Thesis by the candidate shall be used by the CoE for deciding the panel of adjudicators • Selection of Adjudicators:

				<ul style="list-style-type: none"> The School shall arrange to send <i>SIX</i> hard copies and <i>ONE</i> soft copy of the Synopsis along with a proposed panel of <i>TWELVE</i> experts for adjudication of the thesis as approved by the SRC, of whom <i>SIX</i> experts shall be from abroad. The complete postal address, e-mail ID, Telephone and fax numbers and the broad area of specialization of each proposed Adjudicator shall be provided along with the panel submitted. The Vice Chancellor shall choose <i>TWO</i> Adjudicators from the suggested panel for adjudication of the Thesis, with at least <i>one</i> being from outside the country, and send invitation letters to them along with a copy of the Synopsis in each case. Their acceptance shall be preferably obtained within <i>THREE</i> months from the date of invitation, before taking further steps The University shall arrange for the Thesis to be evaluated by the Research Supervisor(s) and <i>TWO</i> more Adjudicators identified within <i>THREE</i> months from the date of invitation, before taking further steps
			1.4.7	Dispatch of Copies of Thesis to Adjudicators: <ul style="list-style-type: none"> The CoE shall send a copy of the Thesis to each Adjudicator for evaluation, with a request to evaluate the Thesis and send the Evaluation Report(s) preferably within a period of <i>THREE</i> months If the Report is not received from the Adjudicator(s) within this period, a reminder once in a month to that effect shall be sent to the concerned Adjudicator(s). If any Adjudicator does not send the Report even after <i>THREE</i> reminders or does not reply to the communications from the University, the Vice Chancellor shall be free to identify another Adjudicator either from the panel or outside the panel under special circumstances as recommended by the RPC
			1.4.8	Receipt of Thesis Reports All the Adjudicators shall evaluate the Thesis and send their Reports (at least 250 words in length) independently to the Controller of Examination. However, it shall be possible to submit a Joint Report in the case of Research Supervisor(s) adjudicating a Thesis. The Reports shall include:

			<ul style="list-style-type: none"> • A critical analysis of the work of the candidate as embodied in the Thesis and an evaluation of the work in terms of its contribution to the advancement of knowledge • List of questions to be asked or points to be clarified if any, at the final Viva Voce • A definite recommendation as to whether the Thesis attains the standard for the award of PhD degree or not <p>The Adjudicators shall make any ONE of the following recommendations:</p> <ul style="list-style-type: none"> • That the Thesis is accepted in the present form and recommended for the award of PhD Degree OR • That the Thesis needs minor clarifications indicated in the Report which need to be clarified by the candidate at final Viva-Voce and it is recommended for the award of PhD Degree OR • That the Thesis needs minor corrections to be made by the candidate as indicated in the Report, which need to be incorporated in the Thesis and clarified at the final Viva Voce and it is recommended for the award of PhD Degree OR • That the Thesis needs major corrections as indicated in the Report and the revised Thesis to be referred back to the Adjudicator for fresh evaluation OR • That the Thesis is rejected for the reasons specified in the report and <i>not</i> recommended for award of PhD Degree
		1.4.9	<p>Consideration of Thesis Reports :</p> <p>On receiving favorable recommendations from all the Adjudicators, including the Research Supervisor(s), the Controller of Examination shall convey the same to the Research Supervisor (s), Head of the School and RPC, along with the copies of the Reports received, and request Research Supervisor (s) to conduct the final Viva Voce of the candidate.</p>
		1.4.10	<p>Scheduling of Final Viva Voce:</p> <p>The composition of the Viva-Voce committee for the final Viva Voce shall be as specified under Regulation 1.1.4. In case, the Identified examiner informs in writing his / her inability to be present at the Viva Voce, the Research Supervisor(s) shall intimate the same to the Controller of Examination, who shall nominate another examiner from the panel of examiners in consultation with the Vice Chancellor. The date/time of the Viva Voce shall be</p>

			fixed by the Research Supervisor(s) in consultation with the other Member(s) of the VVC, the School and the University/RPC. The candidate shall provide suitable clarification(s) to all the queries of the Adjudicators at the time of Viva Voce.
		1.4.11	<p>Rejection of Thesis, based on Negative Reports: If both the external Adjudicators (other than the Supervisor(s)) do not recommend the candidate for the award of the PhD Degree, the Thesis shall be rejected. It shall be open for the candidate to seek registration for this Degree at the University, afresh.</p>
		1.4.12	<p>Appointment of Additional Adjudicator, if necessary: The Thesis shall not be accepted for award of the Degree if any one of the Adjudicators (other than the Research Supervisor (s)) finds that the research work is not up to the expected standard, as given in his/her Report along with detailed reasons for the same. In such cases, the Report shall be considered by the concerned SRC for deciding on the need of appointing an additional Adjudicator. A additional Adjudicator shall be appointed by the Vice Chancellor from the panel. If the additional Adjudicator, after evaluating the Thesis gives a favorable Report, the Controller of Examination shall initiate further steps as per Regulation 1.4.8. If the additional Adjudicator also does not approve the Thesis, then the Thesis shall be rejected. It shall be open for the candidate to seek PhD registration at the University, afresh.</p>
		1.4.13	<p>Conduct of final Viva-voce The final Viva Voce shall be conducted by the Viva Voce Committee at a School. The composition of final Viva Voce Committee is as per Regulation 1.3.1. The procedure for conducting the Viva Voce shall be as follows:</p> <ul style="list-style-type: none"> • The Research supervisor(s) shall schedule a date/time for the Viva Voce in consultation with the Adjudicator who has evaluated the Thesis • The Research Supervisor (s) shall invite the Head of the School, members of the teaching staff and research scholars to attend the Viva Voce. The candidate shall make a brief presentation of the research work carried out highlighting the important findings / conclusions. After the completion of the presentation, the Research Supervisor (s) shall give opportunity to the invitees to seek clarifications from the candidate. • After the presentation, the Viva-Voce

				<p>Committee only shall examine the candidate to test his/her understanding of the subject matter of the Thesis and seek answers to the written queries of the Adjudicators in their Thesis Evaluation Reports. The candidate shall be required to produce all the documents, data and analysis in support of the research work presented in the Thesis.</p> <ul style="list-style-type: none"> On completing the Viva Voce, the VVC shall submit a Report to the Controller of Examinations through RPC indicating clearly whether the performance of the candidate was satisfactory and if so, giving specific recommendation for the award of the PhD Degree to the candidate. In case the performance of the candidate is not satisfactory, the VVC shall report accordingly, giving reasons for the same and recommending another Viva Voce to be conducted after <i>three</i> months. The University shall arrange another Viva Voce as required, with the composition of the VVC unchanged. <p>Consolidated Report</p> <ul style="list-style-type: none"> After successful completion of the Viva Voce, the Viva Voce Committee shall prepare and forward the Consolidated Report along with duly corrected version of both the hard and the soft copies of the Thesis through the School to the CoE. Then the CoE with the approval of its Authorities shall award the PhD Degree to the Candidate. The Vice Chancellor shall have the powers to constitute an Expert Committee to investigate into plagiarism issues connected with the Thesis, in the case of receipt by the University of any complaints either from the adjudicator(s), other individuals or any other sources. In the event of a Thesis being proved to be copied, plagiarized or misrepresented academically, the University shall have the powers to rescind the degree
			1.4.14	<p>Award of PhD degree :</p> <ul style="list-style-type: none"> Degree Certificates: Upon the approval by the Academic Council, the University shall issue a Provisional PhD Degree Certificate to the candidate certifying that the Degree has been awarded in accordance with the Regulations Governing the Degree of Doctor of Philosophy. <ul style="list-style-type: none"> The University shall award the PhD Degree

			<p>Certificate during the forthcoming Convocation</p> <ul style="list-style-type: none"> • Copy right: University shall hold the copyright of the Thesis submitted to it
		1.4.15	<p>Submission to UGC:</p> <p>Following the successful completion of the evaluation process and announcement of the award of the PhD Degree, the Registrar shall submit a soft copy of the PhD Thesis to the UGC within a period of <i>THIRTY</i> days, for hosting the same on its Information and Library Network, accessible to all the Institutions / Universities. The University shall also maintain a repository of such PhD Theses in its Library</p>
		1.4.16	<p>Validity period of Registration:</p> <p>During the period when the registration of the candidate is in force, the candidate shall pay the prescribed tuition and other fees to the University at the notified time intervals.</p>
		1.4.17	<p>Minimum Period for Submission of Thesis by</p> <ul style="list-style-type: none"> • Full Time students candidate's: <ul style="list-style-type: none"> • Full-Time candidates for the PhD Degree shall be normally eligible for submission of the Thesis after a minimum period of <i>three</i> years from the date of provisional registration, subject to fulfillment of all the prescribed requirements • Part-time student candidate's <ul style="list-style-type: none"> • Part -Time candidates for the PhD Degree shall be normally eligible for submission of the Thesis after a minimum period of <i>four</i> years from the date of provisional registration, subject to fulfillment of all the prescribed requirements. However, the candidate may be allowed to submit Thesis before FOUR years with recommendation by the SRC and RPC with the approval of Academic Council
		1.4.18	<p>Maximum Period for Submission of Thesis by</p> <ul style="list-style-type: none"> • Full Time students candidate's: <ul style="list-style-type: none"> • The maximum period for submission of the PhD Thesis by Full-Time candidates shall be <i>FIVE</i> years from the date of provisional registration. But, the RPC shall have the powers to extend the maximum period for submission of the PhD thesis by such a candidate on the specific recommendations of the SRC Committee with recommendations of RPC and forwarded

				<p>through the School on receipt of a request for extension from the candidate not less than <i>three</i> months prior to the completion of the stipulated period. The decision of the RPC in this regard shall be final. In the case of failure of the candidate to submit the Thesis even after the extended period, the registration shall be cancelled, after issuing a show-cause notice to the candidate.</p> <ul style="list-style-type: none"> Part-time student candidate's <ul style="list-style-type: none"> The maximum period for submission of the Thesis for Part-Time candidates shall be <i>SIX</i> years. But, the RPC shall have the powers to extend the maximum period for submission of the Thesis by such a candidate on the specific recommendations of the SRC Committee with recommendations of RPC and forwarded through the School on receipt of a request for extension from the candidate not less than <i>six</i> months prior to the completion of the stipulated period. The decision of the Vice Chancellor in this regard shall be final. In the case of failure of the candidate to submit the Thesis even after the extended period, the registration shall be cancelled, after issuing a show-cause notice to the candidate
			1.4.19	<p>PROHIBITIONS:</p> <ul style="list-style-type: none"> Prohibition of Statutory Officers from Ph. D. Registration: The Statutory Officers of the University shall not be permitted to register for the PhD Degree of the University during the period of their tenure at the University. Prohibition of Candidates from Registering for any other Degree: No PhD candidate of the University shall be permitted to pursue any other Degree programme within the University or at other Universities / Institutions, concurrently with his/her on-going registration as a candidate for the PhD Degree.
			1.4.20	<p>REPEAL AND SAVINGS:</p> <ul style="list-style-type: none"> Notwithstanding anything contained in these Regulations, the provisions of any guidelines, orders, rules or regulations in force at the University shall be inapplicable to the extent of their inconsistency with these Regulations The University shall issue such

			orders/instructions and prescribe such format/procedure, as it may deem fit to implement the provisions of these Regulations
		1.4.21	INTERPRETA: Any question as to the interpretation of these Regulations shall be decided by the University, whose decision shall be final. The University shall have the powers to issue clarifications to remove any doubt, difficulty or anomaly which may arise during the implementation of the provisions of these Regulations
	1.5 Research supervisor(s)		Procedure for recognition of research supervisor(s), modalities and functioning
		1.5.1	Recognition of supervisor <ul style="list-style-type: none"> Persons seeking recognition as a Supervisor shall apply in the prescribed format to RPC for their recognition as a Supervisor through the Head of the School The Supervisor seeking to supervise research students shall possess BE/B.Tech as basic degree in relevant field to supervise PhD candidates in the faculty of Engineering. The Supervisor seeking to supervise research students in Science Faculty shall possess B.Sc./BCA or equivalent degree in relevant field. The Supervisor seeking to supervise research students in Faculty of Architecture shall possess B.Arch or equivalent degree in relevant field. The Supervisor seeking to supervise research students in Faculty of Management may have any basic degree at UG level with MBA from recognized university Supervisor shall possess Masters degree and PhD in relevant field of Faculty awarded by recognized Universities Research students can opt a one more Supervisor having basic degree, Masters degree and PhD from Faculty other than the stream considered for admission, provided the topic of research is of interdisciplinary kind and the fact that second supervisor can contribute to guidance with his/her expertise. The decision of admission committee in this matter is final and binding on the matter of allotment of additional supervisor A research student can opt for maximum of TWO supervisors. The person seeking recognition as a Supervisor shall be a full time faculty member of an

				<p>Institution or an employee working in a recognized organization/institution registered with the University</p> <ul style="list-style-type: none"> • The Supervisor seeking recognition to Supervise a candidate shall be declared eligible only on the recommendation of the RPC of the University • If the Supervisor is transferred, retired or resigned before a Research Scholar submits the thesis, the RPC may permit the Scholar to continue to work under the earlier Supervisor or permit an alternative arrangement with the consent of all the concerned • In the case of the Supervisor not being available for a period of more than SIX months (for reasons like going abroad, ill health, etc) and if the Research Scholar desires to choose a new Supervisor, the Research Scholar may apply to the SRC enclosing the consent of the earlier and the proposed Supervisors. RPC will consider the recommendations of SRC. • In case of death of the Supervisor, the Research Scholar shall identify a substitute Supervisor and send an application to the SRC along with the consent letter of the new Supervisor • The RPC may consider such applications received under any of (h), (i) and (j) regulations and permit the Research Scholar to have an alternative Supervisor. If the Committee accepts the request, the University shall communicate the same to the Research Scholar, Supervisor and the School. In case the Committee does not approve the request, then the reasons for the same along with further directions to enable the Research Scholar to continue research shall also be communicated • If a Person seeking recognition as a Supervisor has a PhD from a foreign University then he/she shall produce a copy of passport, visa details, proof of registration to PhD and proof of stay in the foreign country and degree certificates • Registered Supervisor shall send updated information in prescribed format, while forwarding the application of Research Scholar • A research Supervisor may be disqualified to supervise research students upon complaints received and investigation completed in case of fake degree/information provided to University and in case of proven harassment of students by the Supervisor. Vice-Chancellor may appoint a committee to investigate such cases and submit the report.
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				<ul style="list-style-type: none"> The following acts of research Supervisor may lead to disqualification of Supervisor from guiding any research student <ul style="list-style-type: none"> Influencing the external examiner to write favorable report on Thesis Making effort to intervene in external examiners evaluation work Writing thesis valuation report on behalf of external examiners and making arrangements to send the such reports from External Examiners
			1.5.2	Modalities <ul style="list-style-type: none"> Prescribing fee for registration, course work examinations, fees for dissertation evaluation and pre-PhD comprehensive Viva-Voce schedule, submission of periodic progress reports, change of topic and /or Supervisor, submission of thesis, calendar of events and such other matters relating to any of the above shall be governed by the administrative orders issued by the University from time to time Not with standing any of the regulations in 1.5.1, the Vice-Chancellor shall be empowered to take suitable decisions based on the merit of the individual cases
			1.5.3	Functioning of Research Supervisor <ul style="list-style-type: none"> There shall be a possibility for assigning a Research Supervisor(s) for a candidate registered for PhD degree at a School as decided by the Admission Committee Supervisor(s), with either of them being from the School where the candidate has registered for PhD No person shall Supervise his/her blood relative or spouse for PhD, as defined by the University
			1.5.4	Number of candidates <ul style="list-style-type: none"> The following norms / procedure shall be strictly adhered to while assigning the Research Supervisors to the candidates admitted at a with recommendations of RPC and forwarded through the School Each Research Supervisor shall supervise not more than 08(EIGHT) candidates, (including reservation category) at a time including the candidates who have registered for PhD degree at other Universities (acceptance for supervision of PhD candidates at other Universities shall be with the written permission of the University) The students of a research Supervisors who

				<p>have completed the final Viva-Voce shall not be considered while counting the number of candidates assigned to a Research Supervisor</p> <ul style="list-style-type: none"> • A Research Supervisor shall not be assigned more than <i>TWO</i> newly admitted candidates during an academic year • Under special consideration, admission committee may recommend up to <i>FOUR</i> candidates at once to supervise with proper reasoning. This extraordinary case shall be exercised carefully by the RPC and must be approved by Vice Chancellor
			1.5.5	<p>Change of research supervisor(s)</p> <ul style="list-style-type: none"> • The request by a candidate for change of Research Supervisor(s) shall be recommended by the RPC only under exceptional circumstances, such as disability on health grounds of the Supervisor(s) and on the endorsement/ recommendation by the SRC Committee through School. RPC recommends to the Registrar for the approval of change of Supervisor(s) • In the cases like transfer, retirement or resignation of the Research Supervisor before the candidate's submission of the thesis, the RPC shall normally permit the candidate to continue to work under the same Research Supervisor or in exceptional cases, permit an alternative arrangement with the consent of the SRC Committee

ANNEXURE – 4

[Regulations governing MS (Engg.) by Research programs of KLE
Technological University framed as
per the provisions of 'KLE Technological University Act – 2012'
by the Academic Council and the Executive Council]

Regulations Governing
Master of Science (MS) (Engg) by Research Programs
of
KLE Technological University
2015



KLE Technological University
(Established under Karnataka Act No.22, 2013)

1	MS programs	1.1 Committees		Committees are responsible for admissions, monitoring, and evaluation of MS by Research programs. The scope/functions/responsibilities, compositions, and tenure and frequency of meetings of committees are also included.
			1.1.1	Admission Committee: The KLE Technological University Admission Committee is responsible for the conduct of Entrance Test and /or interview for MS by Research admissions, scrutiny of applications and selection of applicants for admission to MS by Research program.
			1.1.2	Research Program Committee (RPC): The Research Program Committee is responsible for monitoring approval of MS (Engg) by research programs, review of progress reports, recommendations from Research Review Committee (RRC) and Heads of Schools, and any other issues related to MS (Engg) by Research program registrations. This is an interface to the program offering schools and the University.
			i	Scope/Functions/Responsibilities of the Research Program Committee shall be: <ul style="list-style-type: none"> 1. Review of recommendations of Heads of the Schools regarding monitoring of MS by Research programs 2. Review of recommendations of the Research Review Committee (RRC) and Viva-Voce Committee (VVC) 3. Sending recommendations for: <ul style="list-style-type: none"> a. Thesis submissions by Research Scholars b. Award of the Degree to Research Scholars
			ii	Composition of the Research Program Committee: It is to be constituted by the Vice-Chancellor and shall consist of: <ul style="list-style-type: none"> 1. Dean of Research - Chairperson 2. Deans of Faculty - Members 3. Heads of the Schools - Members 4. One of the senior Faculty - Secretary
			iii	Tenure and frequency of meeting of Research Program Committee: <ul style="list-style-type: none"> 1. The tenure of the Research Program Committee shall be <i>THREE</i> years. 2. The Research Program Committee shall meet at least <i>TWICE</i> a year. However, the Committee shall meet as often as required.
			1.1.3	a. School Research Committee (SRC) The SRC shall be formed for each of the school/department/center offering PhD/MS (Engg by Research) program. SRC is responsible to verify, approve and forward the recommendations of RRC in all the matters related to PhD/MS (Engg by Research) candidate to RPC. SRC is the link between RRC and RPC b. Research Review Committee (RRC): The RRC shall be formed for each of the research scholars who are provisionally registered to MS (Engg) by Research Program. The RRC shall be responsible for reviewing and monitoring the progress of the research scholar from his/her commencement of MS (Engg) by Research until the Submission of the Thesis and send recommendations to SRC.
			i	a. Scope/Functions/Responsibilities of the School Review Committee shall be:

			<ol style="list-style-type: none"> 1. To select candidates for PhD/MS(Engg) by Research Programme after interviews. 2. To Form of RRC and recommend the Coursework for the research scholars. 3. To Recommend MS (Engg by Research) candidates for thesis submission based on the progress of research scholars. 4. To communicate with the RPC/CoE for all research matters. <p>b. Scope/Functions/Responsibilities of the Research Review Committee shall be:</p> <ol style="list-style-type: none"> 1. To review and finalize list of courses (Part-I) for the research scholar and recommend the same to SRC. 2. To review/monitor periodically (at least once in six months) the research progress of each research scholar until his/her submission of the MS by Research Thesis.
		ii	<p>a. Composition of the School Research Committee (SRC): To be constituted by the Dean of Faculty and shall consist of:</p> <ol style="list-style-type: none"> 1. Head of the School - Chair person 2. Two eligible Research Supervisors- Members 3. One external expert -Member 4. Senior Research Supervisor – Secretary <p>The SRC may be re-constituted by the Dean of Faculty in the case of non-availability of existing member(s) or for any other valid reason, in consultation with the Head of the School/Dept./Center.</p> <p>b. Composition of the Research Review Committee: Composition of the Research Review Committee: To be constituted by the Head of the school/department/center for each research scholar, shall consist of:</p> <ol style="list-style-type: none"> 1. Head of the School- Chair person 2. Two internal domain experts may be identified by the Head of the school/department/center on the recommendations of the Research Supervisor from time to time. 3. Research Supervisor(s)- Secretary <p>The RRC may be re-constituted by the Head of the school/department/center in the case of non- availability of existing member(s) or for any other valid reason, in consultation with the Research Supervisor (s).</p>
		iii	<p>a. Frequency of meeting of SRC Committee: The School Research Committee shall meet at least TWO times a year. However, the Committee shall meet as often as required.</p> <p>b. Frequency of meeting of RRC Committee: The Research Review Committee shall meet at least TWO times a year. However, the Committee shall meet as often as required</p>
		1.1.4	<p>Viva-Voce Committee (VVC): The Viva-Voce Committee is responsible for the thesis review and conduct of final viva-voce and recommending the result of Viva-Voce to RPC.</p>
		i	<p>Scope/Functions/Responsibilities of the Viva-Voce Committee (VVC) shall be:</p> <ol style="list-style-type: none"> 1. To review the thesis. 2. The VVC shall conduct the final Viva-Voce for the research scholar to

			defend his/her MS by Research Thesis. 3. The VVC shall submit the reports in the prescribed format to the RPC.
		ii	Composition of the Viva Voce Committee: It is to be constituted by the Vice-Chancellor for each research scholar and shall consist of: 1. Head of the School - Chairperson 2. Research Supervisor(s) - Secretary 3. Identified Adjudicators - Members
	1.2 Admissions		Admission Rules and Regulations: List of faculties for which the degrees are offered, minimum qualifications, and different categories of MS by Research programs are announced by the University. Admission Process: The Admission process involves a call for admissions, processing of applications, the conduct of Research Entrance Test (RET) and/or Interview, preparation of the selection list for registration.
		1.2.1	University shall permit the registration for MS by Research in the following Faculties, namely: 1. Faculty of Engineering Inter-Disciplinary Subject Areas: A research scholar is allowed to pursue MS by Research program in an area of interdisciplinary nature subject to the approval of RRC.
		1.2.2	Minimum qualifications for admissions: The minimum academic qualifications to be satisfied by the research scholars seeking admission to MS by Research Programme are as following: <ul style="list-style-type: none"> Candidates with a Bachelor's Degree in Engineering / Technology with valid GATE score and/or good academic record are eligible. Candidates with Masters in Computer Applications (MCA) degree are also eligible
		1.2.3	Minimum qualifications and Relaxation for RET (a) The research scholar shall score 40% marks (35% for SC/ST research scholars) in RET to get qualified. (b) A Research scholar can reappear to RET examination for THREE times to get qualified. (c) The following categories of research scholars may be exempted from appearing the RET with the approval of Admission Committee. <ul style="list-style-type: none"> Faculty Members under QIP / FIP Research scholars qualified in UGC-CSIR, JRF, RET or equivalent exams conducted by any state/private technological universities Valid GATE score of 90 percentile within last THREE years
		1.2.4	Call for Admissions: The University shall call for applications for admissions to MS (Engg) by Research program twice a year.
		1.2.5	Processing of applications: The eligible candidates satisfying the Regulation 1.2.2 shall submit their applications for admission to the University in the prescribed format along with other necessary documents.
		1.2.7	Selection of candidates: List of the eligible candidates, who are selected to MS (Engg) by Research program as decided by Admission Committee, shall be called for registration.

		1.2.8	<p>Categories of Research Scholars:</p> <p>There shall be provision for the following categories of research scholars for admission to MS by Research.</p> <p>(a) Full-Time Research Scholars: Such scholars shall pursue MS by Research on a full-time basis.</p> <p>(b) Part-Time Research Scholars: In-service candidates working in any Engineering College / Polytechnic / University / Deemed to be University (recognized/accredited by appropriate bodies in India) or research staff of public/private organizations or Industry, are eligible to pursue MS by Research on a part-time basis. All part-time research scholars need to spend a minimum of 60 days on the University Campus every year until the Submission of their Thesis. This mandatory requirement of 60 days' stay on campus may be completed with 2 or 3 visits.</p> <p>(c) The students who work for research on their research topic in a Institute of higher learning/research center/ Industry with whom, an official MoU exists or permitted do so by a written order will be considered for attendance</p>
		1.2.9	<p>Leave issues:</p> <p>(a) Employed research scholars, who take up MS by Research Programme on a full-time basis, shall produce a NOC certificate from their employer-organization(s) with a sanctioned study leave of a minimum period of <i>three</i> or two years with full salary.</p> <p>(b) Research scholars not having employment who take up MS by Research Programme on a full-time basis shall be forbidden from taking up any employment during the study period. However, they can apply for scholarships/fellowships/stipends, if any, with intimation to University.</p> <p>(c) Foreign research scholars shall hold valid passport/visa, clearance from MHRD, and other agencies as mandated by the GOI throughout the duration of the course.</p>
		1.2.10	In case, any information provided by the research scholar is found to be false, the research scholar may be debarred from the MS by Research program at any stage.
		1.2.11	<p>Validity Period of Registration:</p> <p>During the period when the registration of the research scholar is in force, the research scholar shall pay the prescribed tuition and other fees to the University at the notified time intervals.</p>
		1.2.12	Prescribed fees for registration/admission / academic, course work examinations, fees for dissertation evaluation and Viva-Voce schedule, submission of periodic progress reports, change of topic and /or Supervisor, submission of thesis, calendar of events for MS by Research program and such other matters relating to any of the above shall be governed by the administrative orders issued by the University from time to time.
	1.3 Monitor ing		Monitoring process: The monitoring process regarding the progress of the research scholar involves a review of Coursework and Thesis submission.
		1.3.1	<p>MS by Research program:</p> <p>(a) After registration to the MS by Research program, the candidate is required to do the following:</p> <ol style="list-style-type: none"> 1) Part-I: Coursework – Research scholars need to successfully complete the course work recommended by supervisors as

			<p>specified in 1.3.2(i).</p> <p>2) Part-II: Thesis submission- Research scholars need to submit final thesis for the award of MS by Research degree.</p> <p>(b) A research scholar shall be free to apply for a change in the Research topic / Coursework for the consideration to the RRC.</p>
		1.3.2	<p>Course Work (Part-I):</p> <p>(a) Research scholar shall choose courses from the list of courses announced by the University and successfully complete the course work with at least minimum pass marks prescribed by the University.</p> <p>(b) A research scholar from the Engineering Studies stream is required to choose a Minimum of <i>SIX</i> courses. The RRC may recommend some extra courses for a particular Research scholar, if necessary.</p> <p>(c) All the Research scholars shall submit their applications along with the prescribed fees for the examinations in the individual courses of Coursework in response to the notifications.</p> <p>(d) Research scholars may register for MOOC courses and seminar courses as a part of their course work, as may be suggested by the RRC from the list courses recommended by the RPC as per the University rules.</p>
		1.3.3	<p>Progress seminars: Conducted as per Calendar of Events for MS by Research programs-</p> <p>Research scholar needs to present progress seminars to RRC twice a year during the period of MS by Research program. These seminars are open to all the faculty members and research scholars.</p>
		1.3.4	<p>Mandatory Publications Requirement</p> <p>Each candidate shall publish a minimum of ONE research paper in a refereed journal (SCI-indexed) indexed by Web-of-Science or Scopus before Submission of the Thesis for adjudication, and produce evidence for the same in the form of reprint or acceptance letter from the Publisher(s).</p>
		1.3.5	<p>Permission for Submission of Thesis:</p> <p>After the successful completion of Coursework (Part-I) and a minimum of ONE publication in a refereed journal indexed by Web-of-Science or Scopus (SCI-indexed), the RRC shall recommend the Submission of the Thesis.</p>
		1.3.6	<p>Minimum Period for Submission of Thesis</p> <p>(a) For Full-Time research scholars: Full-Time research scholar for the MS by Research Degree shall normally be eligible for submission of the thesis after a minimum period of <i>TWO</i> years from the date of provisional registration, subject to fulfillment of all the prescribed requirements.</p> <p>(b) For Part-time research scholars: Part-Time research scholar for the MS by Research Degree shall normally be eligible for submission of the thesis after a minimum period of <i>THREE</i> years from the date of provisional registration, subject to fulfillment of all the prescribed requirements.</p>
		1.3.7	<p>Maximum Period for Submission of Thesis</p> <p>(a) For Full-Time research scholars: The maximum period for Submission of the Thesis by Full-Time research scholar shall be <i>THREE years</i> from the date of provisional registration with provision for a one-year extension with the recommendations of RPC.</p> <p>(b) For Part-time research scholars:</p>

			The maximum period for Submission of the Thesis for Part-Time research scholar shall be <i>FOUR</i> years from the date of provisional registration with provision for a one-year extension with the recommendations of RPC.
		1.3.8	The research scholar shall pay the prescribed Thesis submission fees, and produce the “No Dues Certificates” from the School while submitting the thesis.
		1.3.9	<p>Plagiarism Issues:</p> <p>1. Anti-plagiarism check and submission of the thesis:</p> <p>a) The research scholar’s thesis shall undergo a plagiarism check as per the IEEE plagiarism rules.</p> <p>b) After getting the clearance of the Anti-plagiarism check from the RPC/RRC, the research scholar shall submit <i>SIX</i> hard copies and <i>ONE</i> soft copy of the thesis in the prescribed format.</p> <p>2. Complaints of Plagiarism:</p> <p>a) The Vice-Chancellor shall have the powers to constitute Expert Committee to investigate into plagiarism issues connected with any Thesis submitted to the University, in the case of receipt of any complaints either from the Adjudicator(s), other individuals or any other sources.</p> <p>b) If the plagiarism is detected, then the registration of such a research scholar is canceled.</p>
	1.4 Evaluation		Evaluation Process: Evaluation process involves eligibility check to submit Thesis, Plagiarism issues, the conduct of final Viva-Voce for the award of Degree.
		1.4.1	<p>Selection and appointment of Adjudicators for evaluation of the thesis:</p> <p>(a) Selection of Adjudicators: The School/Department/Research Centre shall arrange to send <i>FOUR</i> hard copies and <i>ONE</i> soft copy of the Synopsis along with a proposed panel of <i>FOUR</i> experts. The complete postal address, e-mail ID, Telephone and fax numbers, and the broad area of specialization of each proposed Adjudicator shall be provided along with the panel submitted. The Vice-Chancellor shall choose <i>ONE Adjudicator</i> from the suggested panel for adjudication of the thesis and send an invitation letter to him/her along with a copy of the thesis.</p> <p>(b) The University shall arrange for the thesis to be evaluated by the Research Supervisor(s) and <i>ONE</i> more Adjudicator identified within <i>three</i> months from the date of Submission of Thesis, before taking further steps.</p>
		1.4.2	<p>Receipt of Thesis Reports</p> <p>All the Adjudicators shall evaluate the thesis and send their Reports. The Adjudicators shall make any one of the following recommendations with the report:</p> <ol style="list-style-type: none"> 1. That the thesis is accepted in the present form and recommended for the award of MS by Research Degree, OR 2. That the thesis needs minor clarifications indicated in the report which need to be clarified by the candidate at final Viva-Voce and it is

			recommended for the award of MS by Research Degree, OR 3. That the thesis needs major revision and recommend for resubmission, OR 4. That the thesis is rejected.
		1.4.3	Consideration of Thesis Reports : Acceptance of Thesis: On receiving favorable recommendations from all the Adjudicators, including the Research Supervisor(s), the Controller of Examination shall convey the same to the Research Supervisor (s) and Head of the School along with (a copy to RPC) copies of the Reports received and request to conduct the final Viva Voce of the research scholar as scheduled.
		1.4.4	Conduct of final Viva-voce and preparation of Consolidated Reports After successful completion of the Viva Voce, the Viva Voce Committee shall prepare and forward the Consolidated Report along with a duly corrected version of both the hard and the soft copies of the thesis through the School to the CoE. The CoE shall present the Consolidated Report to the Academic Council.
		1.4.5	Award of MS by Research degree : (a) Degree Certificates: Upon the approval by the Academic Council, the University shall issue a Provisional MS by Research Degree Certificate to the research scholar certifying that the Degree has been awarded in accordance with the Regulations Governing the MS by Research Programme . The University shall confer the MS by Research Degree to the successful scholars during the forthcoming Convocation. (b) Copy right: University shall hold the copyright of the thesis submitted to it.
		1.4.6	Submission of Thesis to UGC: Following the successful completion of the evaluation process and announcement of the award of the MS by Research Degree, the Registrar shall submit a soft copy of the thesis to the UGC within a period of <i>THIRTY</i> days, for hosting the same on its Information and Library Network, accessible to all the Institutions / Universities. The University shall also maintain a repository of such thesis in its Library.
	1.5 Research supervisor(s)		Recognition of Supervisors: Procedure for recognition of research supervisor(s), modalities and functioning
		1.5.1	1. Supervisor a) Persons seeking recognition as a Supervisor shall apply in the prescribed format to RPC for their recognition as a Supervisor through the Head of the School. b) The Supervisor seeking to supervise research scholars shall possess BE/B. Tech as a basic Degree in the relevant field to supervise MS by Research scholar in the Faculty of Engineering. c) A supervisor shall possess PhD in the relevant field of Faculty awarded by recognized Universities. d) The following acts of research Supervisor may lead to disqualification of Supervisor from guiding any research scholars: i) Influencing the external examiner to write a favorable report on the

				<p>thesis.</p> <p>ii) Making effort to intervene in external examiners evaluation work.</p> <p>iii) Writing thesis valuation reports on behalf of external examiners and making arrangements to send such reports from External Examiners.</p> <p>2. Co-Supervisor: A supervisor as mentioned above or an MTech graduate with 10 years of Industrial experience in the relevant field</p>
			1.5.2	<p>Remedial Clause: Notwithstanding any of the clauses in the regulations 1.5.1, the Vice-Chancellor shall be empowered to make suitable decisions based on the merit of the individual cases.</p>
			1.5.3	<p>The functioning of Research Supervisor:</p> <p>(a) There shall be a possibility for assigning a Research Supervisor(s) to supervise a research scholar registered for MS by Research degree at a School as decided by the Admission Committee.</p> <p>(b) Supervisor(s), maybe assigned from a School other than that where the research scholar has registered for MS by Research.</p> <p>(c) No person shall function as Supervisor for his/her blood relative or spouse for MS by Research, as defined by the University.</p>
			1.5.4	<p>Number of Research scholars</p> <p>The following norms/procedures shall be strictly adhered to while assigning the Research Supervisors to the Research scholars admitted with recommendations of RPC and forwarded through the School:</p> <p>(a) Each Research Supervisor shall supervise not more than 08 (EIGHT) research scholars, (including reservation category) at a time including the research scholars who have registered for Ph.D./MS by Research degree at other Universities (acceptance for the supervision of Ph.D./MS by Research scholars at other Universities shall be with the written permission of the University). Maximum number can be up-to 10 including co-guideship.</p> <p>(b) The research scholars of a Research Supervisor who have completed the final Viva-Voce shall not be considered while counting the number of research scholars assigned to a Research Supervisor.</p> <p>(c) A Research Supervisor shall not be assigned more than <i>TWO</i> newly admitted research scholars during an academic year.</p> <p>(d) Under special circumstances, the admission committee may recommend for assigning up to FOUR research scholars to a supervisor with proper justification. This extraordinary case shall be exercised carefully by the RPC with approval by the Vice-Chancellor.</p>

ANNEXURE – 5

[Regulations governing Minor disciplines in the undergraduate programs of
KLE Technological University framed as
per the provisions of 'KLE Technological University Act – 2012'
by the Academic Council and the Executive Council]

Regulations for MINOR Disciplines in the Undergraduate Programs



KLE Technological University
(Established under Karnataka Act No.22, 2013)

Minor	24		A student shall have an opportunity for supplementing the learning experiences by crediting additional courses, in diverse areas. These additional credits, when they are in focused areas, can earn the students credential like Minor.
		i	<i>Minor:</i> Minor is an additional credential a student will earn if s/he does 15 credits worth additional learning in a discipline other than her/his major discipline. All academic departments/ schools/centers in the University can offer minors in their disciplines and prescribe a structure necessary for earning a minor in that discipline. The Minor certificate is awarded along with the Undergraduate degree and not in the interim period. BE student should complete the BE program & the minor courses by the end of the 8th semester. B. Arch student should complete B Arch & the minor courses by the end of the 10th semester.
		ii	To qualify for a <i>Minor</i> in the chosen area, which may be mentioned in the separate certificate, a student shall register and successfully complete the 5 courses each of 3 credits in a Minor area outside his/her Major discipline as specified by the concerned Departmental/ School/Center's Board of Studies. A student may require completing more courses/ units for a specific minor.
		iii	A student opting for a mix of elective courses not meeting the minimum course requirements shall not qualify for <i>Minor</i> .
		iv	The minor courses will spread over the third to eighth semesters of a B E/ B.Arch programme with one course per semester.
		v	Courses for a minor will include (i) core courses (ii) elective courses and (iii) project courses.
		vi	For every minor discipline, syllabi of the five courses will be approved by the Academic Council. Numbering of minor courses will be similar as regular courses but will be appended with "M". DUGC will discuss and recommend the syllabi to the Board of Studies. The Board of Studies will consider the proposals from the departments/ schools/centers and make recommendations to the Academic Council for consideration and approval. For all approved courses, the copyright will be with KLE Technological University.
		vii	Only those students who have completed all the credits required in the first two semesters of their studies with a CGPA of 7.5 or above, will be eligible for a minor discipline after the end of second semester. However, no student is allowed to register for Minor discipline after the

			completion of 4th semester.
		viii	<p>Applications for joining a minor discipline must be submitted by intending eligible students in the prescribed form. The academic section will call for applications at the end of the second semester of each academic year and the completed forms must be submitted by the last date specified in the notification.</p> <p>Students of second year need to take approval of the DUGC of the Minor offering department/ school/center.</p>
		ix	The number of seats in each minor discipline will be decided by the Academic Council of KLE Tech. The intake in every minor discipline will be notified by the academic section at the time of calling applications. However, a minor discipline will not be available if the number of applicants in that discipline is less than five.
		x	Students may enlist their choices of a minor discipline in order of preference, to which they wish to join. It will not be permissible to alter the choices after the application has been submitted.
		xi	Selection to minor disciplines shall be made strictly in order of merit of the applicants. For this purpose the CGPA obtained at the end of the second semester shall be considered.
		xii	Joining the minor disciplines carried out in accordance with the above rules will be effective from the third/ fifth semester of the applicants concerned. No change of minor discipline shall be permitted after this.
		xiii	A student with only minor courses remaining as backlogs at the beginning of a semester (other than a Summer semester) will be deemed to have completed the Bachelors programme and he/she will be awarded a B.E/ B.Arch. degree without a minor.
		xiv	A student registered for Minor in a discipline must register and pass in all subjects that constitute the requirement for a minor and score a minimum CGPA of 5.00 to be awarded a Minor in that discipline.
		xv	At most 2 courses of the minor requirement may be met from the General Institutional Requirement excluding Humanities Electives.

ANNEXURE – 6

[Regulations Governing Bachelor of Science (B.Sc.) Industry Integrated Programme of KLE Technological University – 2015 framed as per the provisions of 'KLE Technological University Act – 2012']

Regulations Governing
Bachelor of Science (B.Sc) Industry
Integrated (Evening) Programme of
KLE Technological University
2015



KLE Technological University
(Established under Karnataka Act No.22, 2013)

REGULATIONS GOVERNING UNDERGRADUATE AND POSTGRADUATE PROGRAMMES OF KLE TECHNOLOGICAL UNIVERSITY - 2015			
CHAPTER – I			
PRELIMINARY			
Short title, extent and commencement	1	i	These regulations shall be called “Regulations Governing Bachelor of Science (B.Sc) Industry Integrated (Evening) Programme of KLE Technological University - 2015”
		ii	They shall come into force from the date of their approval by the Executive Council
		iii	These Regulations shall be read in conjunction with the Act, Statutes, Regulations Governing Research Programmes and other notifications of the University
		iv	These Regulations shall be applicable to the students admitted to KLE Technological University from the academic year 2016-17 onwards.
Definitions	2		In these Statutes, unless the context otherwise requires:
		i	“Act” means The KLE Technological University Act, 2012 (Karnataka Act No. 22 of 2013);
		ii	“Board of Governors”, “Executive Council”, “Academic Council”, and “Finance Council”, means respectively the Board of Governors, Executive Council, Academic Council, and Finance Council, of the University
		iii	“Campus” means a campus established and maintained by the University
		iv	“CGPA”, “SGPA” means respectively Cumulative Grade Point Average and Semester Grade Point Average
		v	“Chancellor”, “Pro Chancellor”, “Vice-Chancellor”, “Registrar”, “Controller of Examinations”, “Dean”, and “Departmental Chairperson” mean respectively the Chancellor, Pro Chancellor, Vice-Chancellor, Registrar, Controller of Examinations, Dean, and Departmental

			Chairperson of the University
		vi	“ISA” and “ESA” means respectively the In-Semester Assessment, and End Semester Assessment of the University
		vii	“Committees” means the committees formed by the various authorities and officers of the University
		viii	“Convocation” means the convocation of the University, where Degrees, Honorary Degrees, Diplomas, Academic Distinctions, and Certificates are awarded as per requirements of the University
		ix	“Course” means one of the units (subject) which comprises a Programme of study
		x	“Credit” means credit earned by a student after a successful completion of a credited course
		xi	“Degree” means a degree awarded by the University with or without Specialization and/or Minor
		xii	“Examination Hall” means both the hall where theory examinations are conducted or the laboratory or workshop where practical examinations are conducted
		xiii	“Government” means the Government of Karnataka
		xiv	"Notification" means the notification of the University
		xv	“Prescribed” means prescribed by the rules made by the University under the Act, Statutes, Regulations, and Notifications
		xvi	“Programme” or “Programme of study” means a higher education programme pursued for a degree awarded by the University as specified under Section-22(3) of the UGC Act
		xvii	“Department or School” means an entity that offers programme(s) instituted by the University
		xviii	“Regulations” means the Regulations of the University, notified by the Executive Council.
		xix	“Statutes” means the Statutes of KLE Technological

			University, notified by the Board of Governors.
		xx	“Student” means a person admitted to and pursuing a specified Programme of study in the University.
		xxi	“Teacher”, “Course Instructor” means respectively a faculty appointed for imparting instruction and research guidance to students in the University and the Teacher instructing a course.
		xxii	“University” means the KLE Technological University, Hubballi, established and incorporated under the KLE Technological University Act, 2012 (Karnataka Act No. 22 of 2013).
CHAPTER II			
COMMITTEES AND DEPARTMENTAL CHAIRPERSON			
Departmental/ School/ Centre Chairperson(s)	3	3.1	The Vice-Chancellor shall appoint a whole-time senior Teacher as Departmental Chairperson/ School Chairperson/ Center Chairperson for each Department/School/Center.
		3.2	The terms and conditions of appointment shall be those contained in the contract of appointment.
		3.3	The Departmental/ School/ Center Chairperson shall oversee the day-to-day affairs of the Department/ School/ Center, function as the administrative head of the Department/ School/ Center and perform such other duties as assigned to him/her from time to time.
Admissions Committee	4	4.1	The Admissions Committee shall be constituted by the Vice-Chancellor consisting of:
		i	Registrar – Chairperson
		ii	Coordinator Admission Cell - Member Secretary
		iii	ONE Dean Nominated by the Vice-Chancellor

		iv	ONE nominee of the Executive Council – Member
		v	ONE nominee of the Academic Council – Member
		vi	ONE member from society at large, nominated by the Vice-Chancellor – Member; and
		4.2	The Committee shall meet as often as required, at least TWO times in a year.
		4.3	The Admissions Committee shall be responsible for the:
		i	notification of intake following reservation policy as applicable
		ii	conduction/coordination of the entrance test(s)
		iii	preparation of merit list(s)
		iv	arrangement of counseling for candidates
		v	establishment of equivalency for candidates migrating into the University
		vi	issue of letter of admission; and
		vii	such other tasks pertaining to admissions.
Departmental Curriculum Committee(s)	5		The Dean Academic Affairs / The concerned Dean of Faculty may constitute the requisite number of Departmental Board of Studies with the approval of the Academic Council.
		5.1	A Departmental Board of Studies shall comprise of the following members:
		i	Concerned Head of the Department/ School/ Center – Chairperson;
		ii	ONE Professor, ONE Associate Professor and ONE Assistant Professor from the Department, nominated by the Dean Academic Affairs/ the concerned Dean of Faculty – Members; and
		iii	TWO Subject experts from outside the college nominated by the Vice-Chancellor
		iv	TWO representative from collaborating industry / company/ allied area relating to placement nominated by

			the Vice-Chancellor
		v	ONE Post-graduate meritorious alumnus nominated by the Vice-Chancellor
		vi	ONE Student Member representing each of the program offered by the Department/ School/ Center
		5.1.1	The concerned Chairman of Board of Studies may invite additional experts to the Departmental Board of Studies as deemed fit.
		5.2	A Departmental Board of Studies shall:
		i	Meet at least once a year, sufficiently before the commencement;
		ii	Prepare detailed curricula and syllabi of concerned Programmes and submit to the Academic Council for approval and publication; and
		iii	Revise the curricula and syllabi from time to time and submit to the Academic Council for approval and publication.
		5.3	The Dean Academic Affairs / The concerned Dean of Faculty may, in cases of urgency, obtain the opinion of a Departmental Board of Studies by circulation of any proposal among the members of the Committee. Such opinion, together with the action taken thereon, shall be communicated to all the members.
		5.4	The Dean Academic Affairs / The concerned Dean of Faculty shall reconstitute a Departmental Board of Studies once every THREE years under normal circumstances and under extenuating circumstances, if deemed fit, he/she may reconstitute the Departmental Board of Studies before the expiry of its term with the approval of the Academic Council.
Board(s) of Examiners	6		The Dean Academic Affairs / The concerned Dean of Faculty may constitute the requisite number of Boards of Examiners with the approval of Academic Council
		6.1	A Board of Examiners shall comprise of the following members:
		i	Dean Academic Affairs/ The concerned Dean of Faculty – Chairperson;
		ii	ONE nominee from each programme of the concerned

			Departmental/ School/ Center Board of Studies - Member;
		iii	ONE external member from institutions of repute nominated by the Vice-Chancellor - Member;
		iv	Departmental/ School/ Center Chairperson – Member Secretary; and
		v	ONE Senior Teacher nominated by Dean Academic Affairs/ The concerned Dean of Faculty.
		6.2	The Board of Examiners shall:
		i	Make arrangements for setting of the question papers for various courses for which examinations are being conducted at the University;
		ii	Make arrangements to scrutinize the question papers for quality, standard, appropriateness, syllabus coverage and marks distribution;
		iii	Make arrangements to scrutinize the evaluation scheme and solutions for completeness, accuracy, appropriateness, and marks distribution;
		iv	Recommend to the Controller of Examinations suitable persons for the appointment as examiners, question paper setters, evaluators and moderators. Question paper setters shall have taught the concerned subject at least once or be an expert in that field. However, in case of emergency, the Controller of Examinations may appoint suitable persons as examiners, question paper setters, evaluators and moderators with the approval of the Dean Academic Affairs / The concerned Dean of Faculty; and
		v	Meet before the commencement of every examination.
		6.3	The Dean Academic Affairs / The concerned Dean of Faculty shall reconstitute the Board of Examiners once every THREE years under normal circumstances and under extenuating circumstances, if deemed fit, he/she may reconstitute the Board of Examiners before the expiry of its term.
Examination Squad	7		The Controller of Examinations shall appoint an Examination Squad, if required, to ensure that the examinations are held as per the code of conduct. At least one member of the Squad shall be a woman. The Chief of the Squad shall submit a report to the Controller of Examinations on the conduct of examination on a daily basis, in addition to a consolidated report at the conclusion

			of examinations.
Results Scrutiny Panel	8		The Vice-Chancellor shall constitute a Results Scrutiny Panel for the finalization and approval of the results of examinations before announcement.
		8.1	The Results Scrutiny Panel shall consist of the following members:
		i	Vice-Chancellor or his/her nominee – Chairperson;
		ii	ONE nominee of the Academic Council - Member;
		iii	Registrar – Member;
		iv	Dean Academic Affairs/ The concerned Dean of Faculty– Members; and
		v	Chairpersons of Department/ School/ Center
		vi	Controller of Examinations – Member-Secretary.
		8.2	The Results Scrutiny Panel shall:
		i	Review the report of the Controller of Examinations pertaining to the results;
		ii	Validate the statistics of the results placed by the Controller of Examinations;
		iii	Scrutinize and finalize the results of every examination, with or without moderation;
		iv	Review the answer books in extreme cases (erratic valuation/ out of syllabus questions) based on complaints, if deemed necessary; and
		v	Meet before the announcement of results.
		8.3	The Vice-Chancellor shall reconstitute the Results Scrutiny Panel once every THREE years under normal circumstances and, if deemed fit, he/she may reconstitute the Results Scrutiny Panel before the expiry of its term.
Examinations Malpractice Review Committee	9		The Vice-Chancellor shall constitute an Examinations Malpractice Review Committee for reviewing and recommending suitable actions on the reported cases of malpractice.

		9.1	The composition of the committee shall be:
		i	The Vice-Chancellor or his/her nominee – Chairperson;
		ii	Dean Academic Affairs / The concerned Dean of Faculty-Member;
		iii	ONE Departmental Chairperson nominated by the Vice-Chancellor – Member;
		iv	Controller of Examinations – Member-Secretary;
		v	ONE member at the level of professor nominated by the Vice-Chancellor, a woman if no other woman member is present – Member.
		9.1.1	Chairperson of the Committee may invite the concerned Departmental Chairperson or any other Teacher as deemed necessary.
		9.2	The Examinations Malpractice Review Committee shall:
		i	Review and inquire into cases of malpractice or indiscipline during examinations reported by the Controller of Examinations and recommend suitable action and penalties, if any;
		ii	Meet after the conduct of every examination if there are cases of reported malpractice or indiscipline.
		9.3	The Vice-Chancellor shall reconstitute the Examinations Malpractice Review Committee once every THREE years under normal circumstances and under extenuating circumstances, if deemed fit, he/she may reconstitute the Examinations Malpractice Review Committee before the expiry of its term.
CHAPTER III			
ADMISSION			
			Admission to the University shall normally be made at the commencement of each academic year for various programmes of study except research programmes. The dates for advertisement, entrance examination, if any, counseling, admission, registration, commencement of classes, and other details for the academic session shall be notified by the Registrar, from time to time.
Eligibility for Admission	10		The minimum qualification for admission to each programme of study shall be as prescribed by the Academic Council from time to time, which shall be notified by the

			Registrar in the Admission Brochure. However, the following provisions shall be considered while specifying the eligibility for admission to various programmes:
		i	The candidate shall have passed the qualifying examination on or before the date of admission which shall be duly supported by certificate issued by competent authorities.
Admission Process	11		The admission process for various B.Sc programmes shall be as follows:
		11.1	<p>Candidates seeking admission to program shall fulfil all eligibility requirements stipulated by the University at the time of admission.</p> <p>The candidate should have passed 10+2 of Karnataka State or possess an equivalent qualification (to be approved by the University) with Physics and Mathematics as the compulsory subjects along with English and they must have Chemistry / Bio-Technology / Electronics / Computer Science/ Biology as an optional subject.</p> <p>The candidate should be employed / trainee for a period of six months with collaborating industry / company associated training institution.</p> <p>A candidate who is employed / trainee shall be working within 20 kms from the University campus as he/she has enrolled for evening program.</p> <p>In case of change of industry/company during the completion of the program the candidate shall bring it to the notice of the University and the collaborating industry/company. He / She shall be allowed to continue the program if and only if University and collaborating industry/company agree for the continuation. In such cases the candidate shall produce a no objection certificate from the industry for continuation of the degree. The industry to which the candidate moves during the program shall also belong to specialization to which the candidate belongs to. The industry shall also permit the candidate to have industrial training, mini project and major projects in that industry and will be part of evaluation as desired by the University with respect to that candidate.</p>
		11.2	Admission shall be subject to the candidate being certified medically fit by a registered medical practitioner recognized by the University for the purpose.

		11.3	Each applicant shall be required to submit a Character Certificate from the head of the institution last attended.																								
Refusal and Revoking of Admission	12	12.1	A candidate may be refused admission if he/she is found to have indulged in acts of indiscipline or unlawful demonstrations and the like. Candidates who have been expelled/ rusticated/ debarred from other institutions shall not be admitted.																								
		12.2	The Vice-Chancellor reserves the right to refuse admission to a candidate whose admission, in his/her judgment, is not in the interest of the University by recording the reasons for such refusal.																								
		12.3	If, at any time after admission, it is found that a candidate has not fulfilled all the requirements stipulated in the letter of admission or has submitted forged or invalid documents, the Admissions Committee may revoke the admission of the candidate and report the matter to the Registrar.																								
Student Registration Number	13	<p>Each student shall be assigned a 12-character alphanumeric Student Registration Number (SRN) upon confirmation of admission as per the following scheme:</p> <table><tr><th>Field</th><th>Campus</th><th>Full/Part time/ Evening/D istance</th><th>Faculty</th><th>Year of admission</th><th>Level of programme</th><th>Departm ent</th><th>Serial Number</th></tr><tr><td>Length</td><td>2</td><td>1</td><td>1</td><td>2</td><td>1</td><td>2</td><td>3</td></tr><tr><td>Code</td><td>2-digit</td><td>F/P/E/D</td><td>1-letter</td><td>2- digit</td><td>1- letter</td><td>2- letter</td><td>3- digit</td></tr></table> <p>For example, 01EE15BSC001 is the Student Registration Number of the student who joined campus 01, as a Full-time student, in Faculty of Engineering, in the year 2015, for Bachelor’s Science program of study with the serial number 001. The letter codes for various faculties and programmes of study shall be indicated in the corresponding guidelines approved by the Academic Council.</p>		Field	Campus	Full/Part time/ Evening/D istance	Faculty	Year of admission	Level of programme	Departm ent	Serial Number	Length	2	1	1	2	1	2	3	Code	2-digit	F/P/E/D	1-letter	2- digit	1- letter	2- letter	3- digit
Field	Campus	Full/Part time/ Evening/D istance	Faculty	Year of admission	Level of programme	Departm ent	Serial Number																				
Length	2	1	1	2	1	2	3																				
Code	2-digit	F/P/E/D	1-letter	2- digit	1- letter	2- letter	3- digit																				
Temporary withdrawal from the programme	14	14.1	<p>A student may be permitted by the Registrar to withdraw from a programme for reasons of ill health or other valid reasons, after providing sufficient documentary evidence. Such a student seeking temporary withdrawal shall apply to the Registrar in the prescribed format.</p> <p>A student may also be permitted to withdraw temporarily from the program for a period of one year to do internship.</p>																								
		14.2	A student may be permitted only once during his/her																								

			programme of study to avail this provision.
		14.3	Any scholarship or financial assistance awarded to a student temporarily withdrawing from the University shall automatically stand terminated with effect from the date of approval of withdrawal. Further, upon rejoining, the eligibility of the student for the scholarship or financial assistance shall be re-evaluated with no guarantee of automatic renewal.
		14.4	A student who has temporarily withdrawn from the University may apply in the prescribed format for resumption of the programme of study. On approval, such a student shall be treated as a regular student for meeting the academic requirements and shall not be required to pay the fees for the period of withdrawal.
		14.5	A student who has temporarily withdrawn from the University and fails to apply for resumption of the programme of study, at the end of the approved period of temporary withdrawal, shall be deemed to have withdrawn permanently from the University. Such students are liable to pay the prescribed fees for the remaining minimum duration of the programme.
Permanent withdrawal from the programme / University	15	15.1	A student may be permitted by the Registrar to withdraw from a programme permanently. Such a student seeking permanent withdrawal shall apply to the Registrar in the prescribed format.
		15.2	The student discontinuing from a programme shall pay the balance fees for his/her remainder minimum duration of the programme.
		15.3	Any scholarship or financial assistance awarded to a student permanently withdrawing from the University shall automatically stand terminated with effect from the date of approval of withdrawal. Further, the University reserves the right to recover any scholarship
CHAPTER IV			
PROGRAMMES OF STUDY AND STRUCTURE			
Programmes of Study and duration	16		The University shall offer B.Sc Industry Integrated programmes with various specializations of study representing different Faculties, in accordance with the spirit of a University.

		16.1	<p>The academic program shall be called as Bachelor of Science (B.Sc) Industry Integrated (Evening) Programme for which the student has registered.</p> <p>The program is structured on industrial work-integrated learning in collaboration with industries/companies for personnel of industry. During this program students shall have access to the functions of industries / companies. The program objectives shall be, to achieve student's observations and learning in class room being applied in their workplace by the active participation of the industry collaborator/employing organization in the learning process.</p> <p>The requirement of the program shall be completed through conducting classes during evenings.</p> <p>The degree program shall be conducted by the University in collaboration with industry / company in a particular specialization (as per the collaborating industry/ company).</p> <p>The program shall be conducted as per a MoU between industry/ company and the University.</p> <p>The program shall be only for employees of collaborating industry / company.</p> <p>The department running this program shall belong to the school to which the specialization belongs.</p> <p>The normal duration of Bachelor of Science program with a particular specialization (as per the collaborating industry/ company), shall be 3 years for this evening program. The maximum duration for the programs shall be twice the normal duration from the date of initial registration.</p> <p>The maximum duration of the program includes the period of withdrawal, absence and different kinds of leaves permissible to a student but it shall exclude the period of rustication of the student from the Institute.</p>
Structure of a programme	17	17.1	Each academic year shall consist of two regular semesters, odd (Fall) semester and even (Spring) semester, and a Supplementary (Summer) semester.
		17.2	Activities in a semester shall include teaching, learning, examination and evaluation.
		17.3	The odd and even semesters shall be normally for a duration of TWENTY TWO weeks. However, the fast-track

			term shall be normally for a duration of EIGHT weeks. Odd semester normally shall be from August-December and even semester normally shall be from January-May each year. Fast-track term normally shall be during June-July each year.
		17.4	The calendar of events in respect of each programme shall be notified by the Registrar from time to time.
		17.5	A student shall register for the courses he/she intends to study at the beginning of each semester and a letter grade shall be awarded to each registered course at the end of the semester after following the prescribed evaluation process.
		17.6	A student's progress and performance shall be measured by the number of credits and grades he / she has earned. Based on the course credits and grades obtained by the student, the grade point average shall be calculated. A specified minimum number of credits for the programme of study shall be earned by the student in order to qualify for the award of degree.
Credit system	18		Semester-wise credit-based system shall be followed in each programme of study except in the case of very-short non-degree programmes.
		18.1	Credits shall be assigned to the each course in a programme of study based on the following pattern: <ul style="list-style-type: none"> • ONE credit for ONE lecture (L) hour; • ONE credit for TWO tutorial (T) hours; • ONE credit for TWO laboratory/seminar (P) hours;
		18.2	Each course shall be represented in the form of 'L-T-P' where L, T, and P mean respectively, the number of lecture hours per week, number of tutorial hours per week, and number of practical hours per week. The number of credits assigned to the course shall be represented by C. The credits assigned to each course shall be calculated as $C = L + T/2 + P/2$. For example, '3-2-0' means three lecture hours and two tutorial hours amounting to a total of 4 credits.
		18.3	The number of credits required to be earned for a degree programme shall be calculated at an average of TWENTY TWO credits per regular semester with a margin of + 2.5%. For example, a 3-year degree programme shall comprise of six regular semesters and therefore require $22 \times 6 = 132$ credits, the minimum being 132 and the maximum being $132 \times 1.025 = 135$ credits.

		18.4	A full-time student shall normally register for TWENTY TWO credits in a regular semester. However, the minimum number of credits for which a student shall register is 16.			
		18.5	A full-time student may be permitted to register for a maximum of 28 credits during a regular semester.			
		18.6	Every course in a programme of study normally runs for the full length of a semester.			
Category of courses	19	19.1	The minimum number of credits that must be earned to be awarded the B.Sc degree shall be 132 for regular students. Various Courses to be offered in Bachelor of Science programmes of study shall be categorized into the following six types: A typical Break down of B.Sc program			
			Subject Area	Approximate % of credits	The extent which the University handles % wise (approximate)	The extent which the Industry /company handles % wise (approximate)
			Humanities and Social Sciences (HSS)	8-10	100	-
			Basic Sciences (BS)	10-12	100	-
			Professional Core Courses (PC)	15 -20	70	30
			Professional Elective Courses (PE) –	25-30	50	50
			Open Elective Courses (OE)	5-7	100	-
			Project Work/Industrial training/miniprojects	37-40	-	100
		19.1.1	<i>Humanities & Social Science Courses (HS):</i> Humanities & Social Science courses enable students by endowing them with skills essential to pursue a given programme of study. Generally, they comprise courses in linguistics, communication, professional aptitude, management, economics, environment, psychology, philosophy, history, law, political science, professional ethics, and so on. Humanities & Social Science courses shall be in the range of 9 – 15 credits.			
		19.1.2	<i>Basic Science Courses (BS):</i> Basic Science courses Mathematics, Physics, Chemistry and Biology and they are common to all specialisations. Basic Science courses shall be in the range of 12 – 18 credits.			

		19.1.4	<i>Professional Core Courses (PC):</i> Professional Core courses constitute the core of the programme of study. Core courses shall be in the range of 20 – 26 credits.
		19.1.5	<i>Elective Courses (EC):</i> Elective courses offer a choice of advanced or specialized courses related to the programme of study. They enable students to specialize in a domain of interest or tune their learning to suit career needs and current trends. Electives can be of following categories: Professional Elective courses shall be in the range of 30 – 40 credits Open Electives shall be in the range of 6 – 9 credits
		19.1.6	<i>Internship, Research or Project Work (PW):</i> These are intended to enhance the student's practical knowledge and exposure to research and industry. The credits for this category shall not exceed 54 credits. Project work shall normally be carried out in regular semesters.
		19.1.7	<i>Non-credit courses:</i> A few courses, such as Constitution of India, may not be assigned credits. Such courses shall be referred to as non-credit (NC) courses, and may be mandatory in a programme of study.
		19.2	Programmes with certain specialization of study may have additional requirements such as apprenticeship and residency.
Audit courses	20		A student may be permitted to take any number of audit courses over and above the graduation requirements for learning a subject.
CHAPTER V			
CURRICULA AND SYLLABI			
Curricula and Syllabi	21		The curriculum of every programme of study offered by the University is intended to provide not only the right balance of broad-based and in-depth knowledge but also aptitude for life-long learning.
		21.1	Medium of instruction shall be English, except in those Faculties where other languages are permitted by the Academic Council.
		21.2	The teaching and evaluation shall be as per the curriculum, which includes syllabus and scheme of evaluation, decided in collaboration with collaborating industry / company, which shall be subsequently approved by concerned BoS and Academic Council of the universities as per the statute.

Course code	22	22.1	Every course in a programme shall be assigned a course code, using nine alphanumeric characters as under:			
			Field	Year	Faculty	Progra mme of study
				2	1	2
			Code	2- digit	1-letter	2- Letter
						1 - Letter
						Level
						Serial Num
						2
						1-9
						2 digits
			A letter shall be assigned for each course depending on the type of course as: HS category (Humanities) = H; BS category = B; ES category = F; PC category = C; EC category = E; PW category = W; Research = R; Internship = I; Seminar = S; Colloquium = V; Self-study = Y; Special-topic = T; Apprenticeship = A; Laboratory / Practical = P; Field Work = D; and Non-credit course = N. The Departmental Curriculum Committee shall assign a code to a course as and when a new course is introduced.			
		22.2	A digit shall be assigned for each course depending on the level of course as:			
		i	Levels 1-6 indicate the minimum number of years of education in a programme beyond 10+2 as specified in the eligibility criteria for admission;			
		ii	Levels 7-9 shall be reserved for research courses, Master's and Ph.D. research work, and the like. Example: 15EECC201: is a course introduced or revised in 2015, in the faculty of Engineering, in Electronics & Communication Engineering, which is a Core Course, in the second year, with a course number of 01			
Teaching / Learning methods	23		Teaching-Learning process is carried out by faculty appointed by the University and industry personnel identified by collaborating industry/company as per the norms. The tutorials and project guidance shall be carried out preferably by industrial personnel. The majority of courses shall be in the form of assisted teaching/learning through direct contact or online or hybrid with the exception of Project Work and Internship. To enrich the student experience, the teaching / learning may include guest lectures, field trips, mini projects, self-study and so on. Teachers may use state-of-the-art			

			<p>knowledge dissemination tools.</p> <p>To enrich the student experience, the teaching / learning may include any of the following methods:</p> <ul style="list-style-type: none"> • Lectures with active learning This method is used for large number of courses in the program. To make it more impactful several active learning practices are used by the faculty. • Tutorials and group discussions Tutorials are used in the courses where students need more practicing of application of the concepts and also need practicing in the numerical problem solving in different contexts. Students also get an opportunity to clarify their doubts in the course. • Laboratory work with cooperative learning The laboratory experience has been enhanced by categorizing the experiments as <ul style="list-style-type: none"> • Demo Experiments • Exercise experiments • Structured enquiry experiments • Open-ended experiments This categorization helps to achieve all the elements of outcome (b): Design of experiments, conduct of experiment, analysis and interpretation of data. • Field work or relevant industry exposure In few of the courses, to give a better feel of the concepts or engineering practices fieldwork is assigned to the students • Group projects with co-operative learning Group projects like course projects, mini projects and capstone projects create integrating experience for the students. They particularly give opportunity for the students to enhance professional competencies like team orientation, communication, lifelong learning etc., that are reflected in the outcomes. Projects challenge the students to work on complex engineering problems and take him through the whole process of problem solving. • Course projects Course projects also help the students to understand the concepts learnt in a course and
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			<p>application of concepts in different contexts.</p> <ul style="list-style-type: none"> • Directed self learning tasks The activities like term paper writing, seminars give the student capability to develop lifelong learning skills • Online or MOOC courses Selected online / MOOC courses either independent or as part of project work give the students exposure to international best practices and help in developing self-confidence.
Course instructor / Course coordinator	24		A Teacher who is teaching a particular course shall be referred to as the course instructor for that course. If a course is taught by more than one Teacher in the same semester, it shall be coordinated by one of the Teachers designated as the course coordinator. He/she has the responsibility for framing the course policy, which includes lesson plan, coverage, assignments, quizzes, tests, practicals, and other evaluation processes.
CHAPTER VI			
REGISTRATION AND ATTENDANCE			
Registration for courses	25		In each semester, an eligible student shall register for the courses he/she intends to study. Only registered students shall be allowed to attend the classes of those courses.
		25.1	Students shall register for the courses to be studied in a particular semester before the end of the previous semester according to a schedule specified by the Dean Academic Affairs / the concerned Dean of Faculty, except for the courses in the first semester. Registration for the first semester of a programme shall be a part of admission process.
		25.2	Registration process, either online or offline, shall consist of the following steps:
		i	Meeting with the course coordinator, if required, to verify prerequisites;
		ii	Enrolment of students for different courses offered by particular Teachers;
		iii	Payment of prescribed tuition fees and other dues.
		25.3	A student who obtains "F" or "W" grade in a course other than elective (EC category) shall re-register for the same course when offered next. A student who obtains "F" or

			"W" grade in an elective course shall have an option of repeating the same elective course when offered next or register for any other elective course in the EC category.
		25.4	If a student fails to register for course(s) during a semester without intimation to the Dean Academic Affairs / the concerned Dean of Faculty, his/her admission shall be liable to be cancelled.
		25.5	Late registration may be permitted by the Dean Academic Affairs / the concerned Dean of Faculty under exceptional circumstances.
		25.6	For re-registration, late registration, adding/dropping of courses, a fee may be charged as notified from time to time.
Registration record	26		The student shall ensure that the registration details are entered on the registration record which may be maintained on-line. Queries related to registration shall be considered only when accompanied by the original registration record. This record shall be preserved until the semester grade card is received by the student.
Registration validation	27		Before the first day of classes, every student shall validate his registration either on-line or at the concerned department/School office. Students who do not validate their registration shall not be permitted to add/drop courses.
Minimum student enrollment in a course	28		A course shall be offered if a minimum number of students have registered for that course, as specified by the Dean Academic Affairs / the concerned Dean of Faculty. Under special circumstances, a course may be offered with fewer students, with the prior permission of the Vice-Chancellor. Courses without the minimum registrations on the last date for adding/dropping of courses shall not be offered. The students who registered for such courses shall be given additional time for registering for alternate courses.
Add/Drop, audit and withdrawal from courses	29	i	Add/Drop: A student may add or drop one or more course(s) before the deadline with the approval of the Dean Academic Affairs / the concerned Dean of Faculty, upon payment of additional fees, if any.
		ii	Withdrawal: A student may withdraw from a course before the deadline specified for the purpose, with the approval of the Dean Academic Affairs / the concerned Dean of Faculty. A withdrawal grade shall be awarded in such case(s).

		iii	Audit: A student may change a credit course to an audit one before the deadline specified for the purpose, with the approval of the concerned Dean of Faculty.
Registration for Summer Term	30	30.1	A student may be permitted to register for a maximum of 15 credits during a Summer Term.
		30.2	A student may register for courses in Summer Term without any additional fees provided he/she has not registered for the same courses earlier and there is vacancy in those courses. Such a student shall pay the prescribed fees for the minimum duration of the programme, notwithstanding the number of credits to be earned during the final year / semester.
		30.3	A student who registers for a course in the Summer Term on account of failure, withdrawal or any other form of discontinuance shall pay additional fees as prescribed from time to time.
Attendance	31		Attendance is the physical presence of the student in the class. Students shall make every effort to attend all classes, laboratory / practical and other sessions.
		31.1	Every Teacher handling a class or laboratory / practical session shall take attendance till the last instruction day in the semester. The students shall be informed about their attendance status periodically by the respective departments so that the students get advance notice to make up any shortage in attendance.
		31.2	A student shall maintain the prescribed minimum attendance in each individual course, as specified in the guidelines for the programme of study. Without the minimum attendance in a course, the student shall be ineligible to appear for the End Semester Assessment in that course. Such a student shall be awarded “FA” grade in that course and he/she shall register for and repeat the course when offered next.
		31.3	If a student is absent from the University for more than SIX weeks without permission of the Dean Academic Affairs / the concerned Dean of Faculty, his/her registration is liable to be cancelled.
Condoning Attendance Shortage	32		In rare and genuine cases, the Vice-Chancellor may condone a shortage of attendance to a maximum extent of 10% on the recommendation of the Dean Academic Affairs

			/ the concerned Dean of Faculty.
CHAPTER VII			
EXAMINATION SYSTEM			
Controller of Examinations	33		The Controller of Examinations shall be responsible for the conduct of examinations of all the courses of all the programmes of the University, and all other matters incidental thereto and ancillary therewith, under the supervision and monitoring by the Vice-Chancellor. The Controller of Examinations shall:
		i	Supervise the day-to-day activities concerning examinations of the University;
		ii	Convene the meetings of the Authorities of the University for which he/she is the Member-Secretary, on the approval of the Vice-Chancellor;
		iii	Arrange for the preparation and notification of examination time table from time to time;
		iv	Supervise the registration of students for End Semester Assessment, if applicable;
		v	Appoint the required number of officials and staff for the conduct of examinations, with the approval of the Vice-Chancellor;
		vi	Prepare detailed guidelines for the duties and responsibilities of various officials and staff connected with examinations;
		vii	Convene meetings of all the concerned officials and staff from time to time, to explain to them their duties and responsibilities pertaining to the examinations;
		viii	Obtain help from local authorities to maintain law and order for the conduct of examinations, if necessary;
		ix	Arrange for the issue of grade cards, transcripts, provisional degree certificates, degree certificates, migration certificates and so on to the students;
		x	Maintain utmost secrecy while preparing and maintaining the confidential materials, bills, and proceedings;
		xi	Recommend the remunerations, if any, connected with the examination work, to the Finance Council for consideration and further action;

		xii	Make arrangements for maintenance of stock, accounts, records, and statistics of the Office of the Controller of Examinations and for annual stock verification;
		xiii	Submit the infrastructural requirements of the Office of the Controller of Examinations as and when required to the Registrar for consideration and further action; and
		xiv	Prepare the budget for the Office of the Controller of Examinations and place it before the Finance Council for its consideration.
Deputy Controller of Examinations	34		Deputy Controller of Examinations, if any, shall assist the Controller of Examinations for the conduct of examinations and all other matters incidental thereto and ancillary therewith.
Chief Superintendent	35		The Controller of Examinations shall appoint a Chief Superintendent from amongst the senior Teachers of the University during each semester to assist him/her for the conduct of examinations, with the approval of the Vice Chancellor.
		36.1	One Chief Superintendent shall be appointed for each examination centre.
		36.2	The Chief Superintendent shall:
		i	Arrange for the required materials (e.g. answer books, drawing cards, data handbooks and other stationery) for the conduct of examinations, and supply of the same to the students, as necessary;
		ii	Arrange for and appoint the required personnel for the conduct of examinations, with the approval of the Controller of Examinations;
		iii	Arrange for the seating of students and notify the seating arrangements;
		iv	Be available at the examination center during the examinations; and
		v	Discharge any other responsibility assigned by the Controller of Examinations from time to time.
Additional Chief Superintendent	37		The Controller of Examinations shall appoint Additional Chief Superintendent(s), if necessitated by the number of students registered for the examination, from amongst the

t(s)			senior Teachers of the University, with the approval of the Vice Chancellor. The Additional Chief Superintendent(s) shall perform similar duties as those of the Chief Superintendent.
Deputy Chief Superintendent(s)	38		The Controller of Examinations shall appoint Deputy Chief Superintendent(s), from amongst the senior Teachers of the University, with the approval of the Vice Chancellor, if required. The Deputy Chief Superintendent(s) shall assist the Chief Superintendent in the conduct of examinations.
Invigilators	39		The Chief Superintendent shall appoint the required number of Invigilators for all blocks where examinations are held, as required.
Group Invigilators	40		The Chief Superintendent shall appoint the required number of Group Invigilators for the coordination and supervision of a group of invigilators, as needed. In case of emergency, a Group Invigilator may relieve an invigilator for short intervals.
Obligation to perform the examination work	41		Any person, who is entrusted with any kind of examination work relating to paper setting, invigilation, supervision, evaluation, conduct of practical examinations, printing of question papers and answer books, tabulation, preparation of grade cards and all such activities incidental thereto and connected therewith, shall discharge such duties prudently and with utmost integrity for ensuring high academic standards.
		41.1	If any person who has been allotted any kind of examination work is found to be guilty of breach of duties or involves in any misbehavior and/or misconduct, disciplinary action shall be taken against him/her as per the rules of the University.
		41.2	No employee of the University shall accept the assignment of taking part in the conduction of examinations and all such activities incidental thereto and connected therewith, whenever his/her kith and kin are appearing for the examinations.
Errors committed by an examiner	42		Disciplinary action shall be initiated by the Controller of Examinations against an examiner, who has committed error(s) in the work pertaining to examinations, as per the rules of the University.
Remuneration	43		Remuneration for different assignments in the examination shall be proposed by the Controller of Examinations from time to time and recommended by the Finance Council for

			the approval by the Board of Governors. External examiners shall be entitled for TA/DA. All work relating to ISA, ESA and all other matters incidental thereto and ancillary therewith, with or without remuneration shall be deemed to be a part of normal duty of every employee of the University.
Assessment	44		The University shall follow a combination of In-Semester Assessment (ISA) and the End-Semester Assessment (ESA) for assessing the performance of a student in each course. The ISA and ESA components for each course shall be conducted as per the calendar of events and the time-table specified from time to time. The weights of ISA and ESA components in the total marks for a course shall be notified by the Teacher in the lesson plans as per the approval of Board of Studies. A student shall be awarded a letter Grade for every course at the end of the semester, indicating the level of performance, considering the scores both in ISA and ESA.
Question papers	45		All question papers for written, online or hybrid examinations shall be set and answered in English, except in those Faculties where other languages are permitted by the Academic Council. The question paper of each course shall cover entire syllabus with the distribution of marks considering the number of hours allocated for each unit/module/topic in the syllabus.
Make-up for ISA/ESA components	46		<p>Students who have remained absent at ISA/ESA in one or more courses due to valid reasons, may be given a make-up exam which can be held as per dates notified in the Academic Calendar immediately after the ISA/ESA. However, it would also be possible to hold a makeup exam at any other time in the semester with the permission of the Academic Council of the College.</p> <p>Make up exam shall also be available to students awarded "X" grade and this make-up examination will be conducted along with supplementary examination at the end of the academic year in which the candidate is awarded "X" grade.</p> <p>Make up exams are not conducted for any courses, theory or practical, of supplementary semester.</p>
CHAPTER VIII			
IN-SEMESTER ASSESSMENT			
ISA	47		The ISA for courses may be carried out by the way of various components such as Mid Term Examinations, quizzes, tests, seminars, term papers, demonstrations, and award of marks for attendance. Practical components of

			courses may be evaluated by the way of experiments, demonstrations, field work, models, worksheets, practical record books, quizzes, tests, and award of marks for attendance. If a student misses a practical / laboratory session owing to genuine reasons, he/she shall complete the activity of that session before the end of the semester, with the approval of the concerned Departmental/ School Chairperson.
Conduct of ISA	48		The weight and syllabus for each component of ISA for a course shall be notified by the concerned Teacher before the commencement of each semester through the lesson plans, adhering to the norms stipulated from time to time.
		48.1	The concerned Teacher in association with Head of the Department/ School/ Center shall be responsible for the conduct of different components of ISA.
		48.2	The concerned Head of the Department/ School/ Center shall make arrangements to notify the scheme of evaluation for various ISA components. After each event of ISA, the students shall have an opportunity to view his/her performance and bring the discrepancies or errors, if any, to the notice of the concerned Teacher, for addressing the same.
		48.3	The marks obtained by a student in each component of ISA shall be added and finalized for the total marks by the concerned Teacher, within the specified time as stipulated by the Controller of Examinations.
		48.4	The records pertaining to each component of ISA shall be maintained by the concerned department / Teacher for such period as specified by the Controller of Examinations from time to time.
ISA of Special Topics / Mini-Projects, Minor-Projects, Seminar, Internship-Projects, Major Project	49		The ISA for Special Topics / Mini-Projects, Minor-Projects, Seminar, Internship-Projects, Major Project may be carried out in the form of various components, such as oral presentations, demonstrations, technical / project report, and viva-voce. The concerned Head of the Department/ School/ Center shall make arrangements for the evaluation of such components. The format for preparation of technical and project reports shall be notified by the concerned Head of the Department/ School/ Center from time to time.
Announcement of ISA marks	50		The concerned Head of the Department/ School/ Center shall make arrangements for the announcement of ISA marks obtained by the students in various courses at the

			end of each semester. The students shall be given THREE working days for verification, redressal of discrepancies or errors, if any, and acknowledgement.
CHAPTER IX			
END SEMESTER ASSESSMENT			
Registration for ESA	51		A student, who has complied with the minimum specified attendance in a course, shall register for ESA for that course by paying the prescribed examination fees. The registration process for ESA may be online/off-line as notified from time to time by the Controller of Examinations. The registration of a student shall be liable to be cancelled by the Office of the Controller of Examinations where disciplinary issues are raised by the concerned Head of the Department/ School/ Center.
Eligibility to attend ESA	52		To be eligible to attend the ESA in a specific course for which a student is registered, following requirements must be met:
		i	Attendance as mentioned in section 35.2
		ii	ISA marks: Not less than 40% of ISA marks (except in those cases where it is not specially mentioned in the scheme of evaluation)
		iii	Students not fulfilling attendance requirement or ISA requirement shall be assigned an 'FA' or "F" grade respectively.
Student list for ESA	53		After the last date of registration for ESA, the list of students along with their registered courses shall be released by the Office of Controller of Examinations. A student shall verify the accuracy of his/her particulars in the list and discrepancies, if any, shall be reported to Office of the Controller of Examinations within THREE working days from the date of release.
Admit Card	54		The Controller of Examinations shall make arrangements for issuance of Admit Cards to eligible students, based on the ESA list. The Admit Card of a student shall be valid only for the ESA for which it is issued. The Admit Card of a student shall include (i) recent photograph of the student and (ii) registered courses for ESA with course codes.
Missing Names in Student list	55		With the specific approval of the Vice-Chancellor, under extra-ordinary circumstances, a student whose name does not find a place in the student list may be permitted to appear for ESA of a course. The results of such a student

			may be announced after due verification.
ESA and evaluation:	56	56.1	The Controller of Examinations shall make arrangements to conduct ESA for all courses, through the Chief Superintendent.
		56.2	The Controller of Examinations shall notify the evaluation procedure to be adopted for the evaluation of various courses, from time to time. The ESA for courses having a practical or laboratory component may be based on laboratory records, conduction of experiments, demonstrations, field work, models, worksheets, quizzes, and viva voce.
		56.3	The answer books of ESA may be coded for the purpose of anonymous evaluation by the Office of the Controller of Examinations.
		56.4	Central valuation shall be conducted in the University premises only.
ESA for Mini and Major Projects	57		The ESA for mini and major projects shall be held in batches which may span over several days. The evaluation may be based on various components such as writing of abstract, project or technical report, oral presentation, demonstration, and viva voce. The distribution of marks for various components shall be notified from time to time by the Controller of Examinations in consultation with the Dean Academic Affairs / the concerned Dean of Faculty.
Appointment of Examiners	58		The examiners may be appointed by the Controller of Examinations from the panel recommended by the Board of Examiners. However, the Controller of Examinations may choose examiners outside the panel for valid reasons, with the approval of the Vice-Chancellor.
Tabulation of Marks	59		After the evaluation, the marks shall be tabulated by the Office of the Controller of Examinations either manually or via computerization.
Contingency arising from loss of answer books	60		In a contingency arising out of loss of answer books beyond the hope of retrieval, the Vice-Chancellor may exercise an option of ordering an additional examination.
CHAPTER X			
GRADING SYSTEM			
Grading system	61		The University shall follow the absolute grading system by allocating a letter grade for each band of marks in a course. The letter grades shall be awarded grade points, as per the

			following table:				
			#	Letter grade	Grade points	Marks	Remarks
			1	S	10	91-100	Outstanding
			2	A	9	81-90	Excellent
			3	B	8	71-80	Very Good
			4	C	7	61-70	Good
			5	D	6	51-60	Fair
			6	E	5	40-50	Satisfactory
			7	F	0	< 40	Fail
			8	I*	-		Absent for ESA due to calamity
			9	W*	-		Withdrawal
			10	X*	-		Incomplete
			11	AP	-		Audit Pass
			12	AF	-		Audit Fail
			13	FA	0		Fail due to attendance shortage
			“W”, “X” and “I” grades shall be considered to be transitional grades.				
		61.2	<p><i>‘AP’ and ‘AF’ grades:</i> A student shall be awarded either an AP (Audit Pass) or an AF (Audit Fail) grade for an audit course. The Audit Pass (AP) grade shall be awarded if the student satisfies the attendance and performance criteria specified for the course by the concerned Teacher. Otherwise, an AF grade shall be awarded.</p> <p>Students having qualified for ESA in mandatory non-credit courses/audit courses and obtained an ‘AF’ grade need not re-register for the course again but are required to pass the course to qualify for the degree.</p>				

		61.3	<p><i>'W' grade:</i> "W" grade shall be awarded to a student who has withdrawn from a course. Further, the "W" grade shall be recorded in the grade card. A student may withdraw from an audit course in which case there shall be no mention of the course in the grade card.</p> <p>A student with "W" grade must re-register for the course during the Supplementary semester of that academic year and the "W" grade shall be converted to one of the other letter grades (S to F) after the completion of scheduled ESA of supplementary semester. If the student does not register or appear for the ESA of supplementary semester, the "W" grade shall be converted to an "F" grade.</p> <p>"W" grade is not awarded in supplementary semester.</p>
		61.4	<p><i>'I' grade:</i> "I" grade shall be awarded temporarily to a student who is unable to appear for ESA for one or more courses, with the permission of the Dean Academic Affairs / the concerned Dean of Faculty in response to a written appeal by the student, due to valid reasons such as medical emergency, calamity in the family or any other valid reason. For such a student, the "I" grade shall be converted to one of the other letter grades (S to F) after the completion of scheduled make-up ESA. If the student does not appear for the make-up ESA, the "I" grade shall be converted to an "F" grade.</p> <p>"I" grade is not awarded at Makeup exams or in supplementary semester.</p>
		61.5	<p><i>'X' grade:</i> Awarded to a student having satisfactory attendance and greater than or equal to 60% of ISA marks in a course, but ESA performance observed to be poor, which could result in an overall F Grade in the Course and will be valid till immediate make up examination is conducted for the course within that academic year. For such a student, the "X" grade shall be converted to one of the other letter grades (S to F) after the completion of scheduled make-up ESA. If the student does not appear for the make-up ESA, the "X" grade shall be converted to an "F" grade.</p> <p>"X" grade is not awarded at Makeup exams or in supplementary semester.</p>
		61.6	<p><i>'F' grade:</i> A student shall be awarded an "F" grade if he/she either fails in the course or is absent for the ESA of that course.</p>

		61.6.1	A student who obtains “F” grade in a non-elective course shall re-register for the same course when offered next.
		61.6.2	A student who obtains “F” grade in an elective course shall have an option of repeating the same elective course when offered next or register for any other elective course.
		61.6.3	The ‘FA’ grade denotes poor attendance i.e. failure in a course due to attendance shortage (i.e. <75%) and the course instructor is supposed to take utmost care while awarding this double-letter grade. ‘FA’ grades secured in any course stay permanently on the grade card.
Passing Standards for a Course	62		<p>The minimum requirements to pass in a course for which a student is registered are as follows:</p> <p>ISA: 40% of ISA marks</p> <p>ESA: 40% of ESA marks</p> <p>A student is considered to have successfully completed a course and earned the credits assigned to that course if the student earns a letter grade S to E. “F” Grade implies failure and “I”, “W” and “X” grades are transitional grades and will be replaced by an appropriate letter grade once the student completes the course requirement.</p>
Passing Standards – Progression to Next Academic Year -Vertical Progression	63		The requirement to progress to the next academic year is only on the basis of number of courses and is as follows:
		63.1	Maximum number of F grades that can be carried at the end of any academic year is 04
		63.2	<p>To progress to higher odd semesters, the candidate shall have CGPA (as defined in section 65.2) of minimum of 4.0, after the results of supplementary examination in the previous academic year.</p> <p>However failure to secure a minimum CGPA = 4.0 at the end of any semester for the first time, shall attract a warning before approval of the student to continue in the following semester.</p>
		63.3	The failure grades of mandatory non-credit courses/audit course shall not be considered for vertical progression.
SGPA and CGPA	64		The overall performance of a student shall be indicated by two indices namely, Semester Grade Point Average (SGPA)

			and Cumulative Grade Point Average (CGPA).		
		64.1	The SGPA is the weighted average of the grade points obtained in all courses registered by the student during a particular semester. The SGPA shall be calculated as: $SGPA = \frac{\sum C_i G_i}{\sum C_i}$, where C_i 's, are the number of credits for the courses registered for the semester, and G_i 's are the corresponding grade points secured by the student.		
		64.2	The CGPA is an indication of an up-to-date overall performance of a student and the weighted average of the grade points obtained in all the courses registered by the student since he/she is admitted to the University. It shall be calculated as: $CGPA = \frac{\sum C_i G_i}{\sum C_i}$, the summation is carried out for all courses to which the student has registered up to that point of time, excluding courses with "F" & "FA" grades and transitional grades.		
		64.3	If a student obtains an "F" grade in a course and registers for the same course in a subsequent semester, the new grade obtained shall replace the previous "F" grade in calculating the CGPA.		
		64.4	If a student obtains an "F" grade in an elective course and registers for the same or equivalent course in a subsequent semester, the new grade obtained shall replace the previous "F" grade in calculating the CGPA.		
		64.5	Grades obtained in audit courses and transitional grades shall not be considered in the calculations of CGPA and SGPA.		
Class / Division declaration	65		The following classes of results shall be declared, for a student upon graduation, considering the below specified criteria. The class obtained by the student shall be inferred as per the table given below:		
			CGPA	Equivalent	Class/Division
			5.00-5.74		Pass
			5.75-6.74	≥50% and <60%	Second
			6.75-7.74	≥60% and <70%	First
			7.75-9.49	≥70% and <87.5%	First class w Distinction
			9.50-10.00	≥87.5%	First class w Honors

		i	<i>First Class with Honors:</i> A student completing a Programme of study within the specified minimum duration, securing a CGPA of 9.50 and above, passing all the courses of the programme in the first appearance, and not obtaining any transitional grades shall be declared to have passed in First class with Honors.			
		ii	<i>First Class with Distinction:</i> A student completing a Programme of study within the specified minimum duration, securing a CGPA between 7.75 and 9.49 (both inclusive), passing all the courses of the programme in the first appearance, and not obtaining any transitional grades shall be declared to have passed in First class with Distinction.			
		iii	<i>First Class:</i> A student completing a Programme of study by securing a CGPA between 6.75 and 7.74 (both inclusive) shall be declared to have passed in First Class.			
		iv	<i>Second Class:</i> A student completing the programme of study by securing a CGPA between 5.75 and 6.74 shall be declared to have passed in second class.			
		v	<i>Pass Class:</i> A student completing the programme of study by securing a CGPA of less than 5.75 shall be declared to have passed in pass class.			
Declaration of Ranks	66		Ranks shall be awarded to the graduating students in each programme of Study on the basis of CGPA. The ranks shall be awarded to top FIVE percent of students of the graduating class. However, the total number of ranks shall not exceed FIVE irrespective of the total number of graduating students in a programme of study. A student shall be eligible for a rank at the time of award of degree in the programme of Study, provided he/she has:			
		i	Passed in all the courses of all semesters in FIRST attempt;			
		ii	Not obtained any transitional grades;			
		iii	Completed the Programme of study within the specified minimum duration;			
		iv	Not rejected any of the semester results;			
		v	Not taken re-admission;			
		vi	Academic performance will be the sole criteria for awarding the Merit rank in each program and will be based only on CGPA to be calculated as mentioned in 65.1 and 65.2. The			

			SGPA/CGPA shall be calculated to an accuracy of 2 decimal points and will be rounded up to the nearest value. In case more than one gets the same CGPA, the ranks shall be shared by all. and
		vii	Not faced any disciplinary action.
		viii	The minimum number of registered candidates for a program during the final year shall be a minimum of 10 in that program so as to award the rank. In case the number is less than 10, then, no rank shall be awarded.
Not Fit for Programme of Study (NFPS)	67	67.1	A student shall be declared as “Not Fit for Programme of Study” (NFPS) and terminated from the programme of study if he/she:
		i	fails to obtain a semester grade point average of at least 4.0 on a number of occasions numerically equal to the minimum duration of the programme in years. If the performance of a student at the end of a registered semester is below 4.0, he/she shall be issued a warning by the Controller of Examinations in the first two instances and a show cause notice in the third instance, each of which shall be intimated to the parents or guardians.
		ii	Failure to meet the standards of discipline prescribed by the College, which may change from time to time
		iii	If a student fails to satisfy all the requirements for the award of the degree within the maximum duration as mentioned in section 19.1
		67.2	Such students, if interested, shall be eligible to apply for re-admission to the programme of study at the first year level or second year level as the case may be.
CHAPTER XI			
TRANSPARENCY IN EXAMINATION SYSTEM			
	68		A student shall be eligible to apply for re-totaling, revaluation and/or obtaining photocopies of the answer books of ESA only for theory component of courses. Any delay in the announcement of re-totaling and/or revaluation results for any reason whatsoever shall not confer the right upon the student for admission to the subsequent semester and for any other kind of claim. There shall be no provision for re-totaling, obtaining the photocopy of answer books and revaluation of ESA for practical components of courses, including drawing, seminar, mini project / special topics, and major project.

Re-Totaling	69		A student shall be eligible to apply for re-totaling of marks of ESA for any number of theory components of courses. Such a student shall submit the application for re-totaling in the prescribed form, upon the payment of prescribed fee, to the Controller of Examinations, within THREE working days from the date of announcement of the results.
		69.1	The students who have applied for the re-totaling shall be called in batches to the office of Controller of Examinations, on the dates fixed for re-totaling of marks. Such students shall be accompanied by Faculty Advisor / Class Teacher / Parent / Guardian.
		69.2	A student, who has applied for re-totaling, shall be shown his/her answer books to verify the marks, totaling of the marks and to find out whether or not all the answers of the questions attempted were awarded marks. If such a student finds any discrepancy in totaling of marks, he / she shall bring the same to the notice of the concerned officials for incorporating the necessary corrections.
Supply of photocopy	70		A student may apply for obtaining the photocopies of his answer books of ESA to the Controller of Examinations, upon the payment of prescribed fee, within THREE working days from the date of the announcement of results. The photocopies of the answer books of theory component of courses shall be supplied within THREE working days after the receipt of the application at the Office of the Controller of Examinations.
Revaluation	71		A student may apply to the Controller of Examinations for revaluation of theory components of courses in ESA, within THREE working days after obtaining the photocopies of concerned answer books and upon payment of prescribed fee. The marks obtained in the revaluation valuation shall be considered for the re-computation of grade. However, if the new grade is found to be lower than the declared grade, the declared grade shall be retained. In the event of no change in the grade after revaluation, it shall be declared as "No Change".
Refund of fee	72		A refund of 50% of re-totaling or revaluation fees shall be made to a student in the event of an improvement in the letter grade.
Rejection of whole	73		A student may reject the results of a whole semester irrespective of performance in an individual course.

semester results			However, there shall be no provision for the rejection of results of any individual course. Upon rejection, the results shall be considered as null and void. Such rejection may be permitted only once during the entire programme of study. A student, who has rejected the whole semester results, shall re-register for the courses of rejected semester upon payment of the prescribed fees.
Production of answer books	74		The answer books of the University examinations are confidential property of the University and shall not be subject to submission before any internal or external authority or any agent or person on behalf of a student.
CHAPTER XII			
ANNOUNCEMENT OF RESULTS			
Process of declaration of results	75		The draft results shall be processed through the following stages before its announcement:
		i	Draft results prepared by the Office of Controller of Examinations shall be placed before the Results Scrutiny Panel for review;
		ii	Subsequent to the review, the Controller of Examinations shall announce the provisional results after the approval by the Vice-Chancellor;
		iii	A student may appeal in writing to the Controller of Examinations if any discrepancies are found in the provisional results announced within the time specified; and
		iv	The Registrar shall place the provisional results before the Academic Council and Executive Council for information.
Issue of Grade Cards, Transcripts, and other Certificates:	76	76.1	Every student who has registered for ESA after paying the prescribed examination fees shall be issued a grade card in the prescribed format by the Office of the Controller of Examinations.
		76.2	On request and payment of prescribed fee, the academic transcript, in the prescribed format, shall be issued to a student by the Controller of Examinations.
		76.3	A student, on payment of prescribed fee, if any, may request the Controller of Examinations in prescribed format for any corrections to be incorporated in the Grade card

			and / or transcript. On verification, the Controller of Examinations shall issue a revised / corrected grade card / transcript.
		76.4	There shall be a provision to issue a duplicate grade card or duplicate degree certificate to a student in case of loss or mutilation, upon submission of application in prescribed format along with requisite documents and payment of fee as specified by the Office of the Controller of Examinations.
Procedure for Leaving the University	77		i A student shall leave the University on completion of his/her studies;
			ii It shall be the responsibility of the student to obtain “No Dues Certificate” from all concerned departments/sections and submit the same to the Registrar for obtaining the “clearance certificate”;
			iii Unless a student has obtained the “clearance certificate” from the Registrar, neither “transcript of academic record” or other documents shall be issued nor security deposit or any amount due shall be refunded;
			iv The refund of security deposit shall be permissible up to a period of ONE year from the date the student leaves the University, after which it shall stand credited to the Endowment Fund of the University; and
			v After successful completion of all the requirements for the award of degree, the Dean Academic Affairs / the concerned Dean of Faculty shall send the report to the Registrar for notification of result. The Controller of Examinations shall subsequently issue the Provisional Degree Certificate and transcript record to the student.
Other Certificates	78		A student shall be eligible to receive other certificates such as study certificate, academic transcripts, course completion certificate and migration certificate from the University on written request in prescribed format and payment of prescribed fee.
Eligibility for the Award of Degree	79		A candidate shall be declared to be eligible for the award of a degree if he/she has:
			i Credits and grades compliance as prescribed by the concerned Faculty of Study within the stipulated maximum time duration, and a candidate shall earn a minimum of CGPA 5.0 in B.Sc programs to become eligible for the award of the degree.

		ii	Successful completion of all non-credit mandatory courses;
		iii	Minimum duration requirement as specified by the concerned Faculty of Study;
		iv	No pending disciplinary action; and
		v	No dues of any kind to the University.
Award of Degree	80		After fulfilling the above requirements, the Controller of Examinations shall recommend to the Academic Council for the award of degree to the candidate. The candidate shall be given a Provisional Degree Certificate by the Controller of Examinations, upon successful completion of all requirements, submission of application in prescribed format and payment of prescribed fees. The candidate shall be given a Degree Certificate at the ensuing Convocation, upon successful completion of all requirements, submission of application in prescribed format and payment of prescribed fees.
Bar to claim damages for delay	81		No student shall be entitled to claim any damages, whatsoever from the University on the account of late declaration of result, delay in the issue of grade cards or any other certificates, delay in re-valuation, re-totaling or any other process associated with the examinations or evaluation, or other like cases.
CHAPTER XIII			
FELLOWSHIP / SCHOLARSHIP / FINANCIAL ASSISTANCE			
Merit Scholarship	82		The merit scholarship may be awarded on a year to year basis for students in various programmes.
		82.1	The Executive Council shall, on the recommendation of the Academic Council, determine from time to time the number and the value of merit scholarships to be awarded in each programme.
		82.2	The eligibility criteria for scholarship awards shall be as determined by the Academic Council from time to time. The merit scholarship may be awarded on such basis as grade point average. However, during the year of admission, the scholarships may be awarded on such basis as performance in entrance tests and qualifying examination.
		82.3	The Registrar shall make arrangements for the disbursement, maintenance of accounts and keeping of

			records of the merit scholarships.
Award of Fellowships, Scholarships and Stipends by External Agencies	83		All proposals regarding the offer of fellowships, scholarships and stipends by individuals or external organizations shall be addressed to the Registrar, who may formulate the terms and conditions with the concerned parties, with the approval of the Executive Council.
CHAPTER XIV			
MAINTENANCE OF ACADEMIC RECORDS			
Maintenance of Academic Records	84	84.1	The office of the Registrar shall maintain a file for each student comprising of the entrance test application (if applicable), copies of test results (if applicable), letter of admission, application for admission, copies of previous academic testimonials and such other relevant documents.
		84.2	The office of the Dean Academic Affairs / the concerned Dean of Faculty shall maintain a file for each student comprising of course registration details, up to date attendance, academic performance and achievements, and such other relevant documents. The Dean Academic Affairs / the concerned Dean of Faculty may choose to maintain such student files in the office of the concerned Departmental/ School Chairperson.
		84.3	The Office of the Controller of Examinations shall maintain a file for each student comprising of examination registration details, up to date academic performance, and such other relevant documents.
Maintenance of Answer Books	85		The answer books of University examinations shall be maintained securely for a period of ONE year from the last day of examinations after which they may be destroyed summarily with the approval of the Vice-Chancellor.
Weeding off of Academic Records	86	i	The admission form of the candidates not selected for admission shall be destroyed by shredding after a period of ONE year of the finalization of admissions, except in cases of disputes;
		ii	The records pertaining to the conduct of entrance examination such as question booklets, answer sheets, correspondence regarding paper setting, etc. shall be destroyed by way of shredding after a period of ONE year from the conduct of entrance test, except in cases of

			disputes;
		iii	The personal files of the students shall be retained as permanent records, either digitally or in hard copies;
		iv	Subject to any general or special rule or order in this behalf, no University records (including correspondence) connected with the academics shall be destroyed except in accordance with the provisions as given below:
			(a) No academic records (including correspondence) shall be destroyed which are under audit objection till audit objections are settled; (b) No academic records (including correspondence) shall be destroyed for which proceedings are going on in a Court of Law till the case is finalized; and
		v	A list of records proposed to be destroyed shall be prepared by the Dean Academic Affairs / the concerned Dean of Faculty and orders of the Vice-Chancellor shall invariably be obtained before they are destroyed. The academic records to be weeded out shall be destroyed by way of shredding under direct supervision of the Dean Academic Affairs / the concerned Dean of Faculty.

(Please note annexure-A is not part of the regulations)

Annexure - A

Structure of curriculum

Course	Credit (L-T-P)	Contact Hrs
Semester I		
Language	2-0-0	2-0-0
Course related to Professional learning/ Social innovation	1-0-1	1-0-2
Basic science I	2-1-1	3-2-2
Basic Mathematics I	4-1-0	4-2-0
Basics of Electrical sciences	3-1-1	3-2-2
Basics of Electronics	3-1-1	3-2-2
	15-4-4 =23	
Semester II		
Constitution of India/ Env. Science	2-0-0	2-0-0
Course related to Professional learning/ Social innovation	1-0-1	1-0-2
Basic science I I	2-1-1	3-2-2

Basic Mathematics II	4-1-0	4-2-0
Basics of Programming	3-1-1	3-2-2
Mechelectronics	3-1-1	3-2-2
Industrial training	0-2-0	-
	15-6-4 =25	
Semester III		
Course related to Entrepreneurship	2-1-0	2-2-0
Course related to Business/Economics/ Accounting	2-1-0	2-2-0
Elective I	3-1-1	3-2-2
Elective II	3-1-1	3-2-2
Industrial training	0-0-3	-
Open Elective I	3-0-0	3-0-0
	13-4-5 =22	
Semester IV		
Elective III	3-1-1	3-2-2
Elective IV	3-1-1	3-2-2
Open elective II	3-0-0	3-0-0
Mini Project (related to elective chosen	0-0-4	0-0-8
Industrial training	0-0-3	0-0-8
	9-2-9 =20	
Semester V		
Elective v	3-1-1	3-2-2
Elective VI	3-1-1	3-2-2
Industrial training	0-0-6	0-0-12
Initial part of the major project of last VI sem	0-0-6	0-0-12
	6-2-14 = 22	
Semester VI		
Major Project (At Industry)	0-0-14	-
Industrial training	0-0-6	0-0-12
	0-0-20 = 20	
Total Credit	56-18-58= 132	

ANNEXURE – 7

[Composition of the 'Research Council']

NOTIFICATION
For the Constitution of
Research Council
For KLE Technological University, Hubballi

Preamble:

The KLE Technological University has been constituted as per the Karnataka Act No. 22 of 2013. As per the powers vested with the Chancellor through the said Act, and the Resolution of Agenda 7 of the Third meeting of the Board of Governors held on 24th Dec 2015, at Belagavi, The Chancellor nominates the Research Council of The KLE Technological University Hubballi.

Constitution of the Research Council of The KLE Technological University Hubballi:

The Chancellor is pleased to constitute the Research Council of The KLE Technological University Hubballi as given below:

Research Council

Name	Designation	Organization	Position
Prof Ashok S Shettar	Vice Chancellor	KLE Technological University	Chairman
Prof Manjunath D	Professor	IIT Bombay	Member
Dr M V Atre	Consultant & Former MD, AMD.	Vegashakthi Consultants	Member
Dr Venugopal Gopinathan	Founder & CTO	Angiometrix Bangalore	Invitee Member
Prof B L Desai	Registrar	KLE Technological University	Member
Prof P G Tewari	Dean Academic	KLE Technological University	Member
Prof Uma K Mudenagudi	Dean R & D	KLE Technological University	Member Secretary

(Dr. Prabhakar B. Kore)
CHANCELLOR
KLE Technological University Hubballi &
Chairman, KLE Society, Belagavi

ANNEXURE – 8

[Composition of the 'Finance Council']

Ref No: *KLETECH/ET/2015-16/71(B)*

Date: 16-03-2016

NOTIFICATION

For the Constitution of
Finance Council
For KLE Technological University, Hubballi

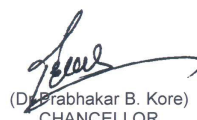
PREAMBLE:

The KLE Technological University has been constituted as per the Karnataka Act No. 22 of 2013. As per the powers vested with the Chancellor under the said Act, and the Resolution of Agenda 8 of the Third meeting of the Board of Governors held on 24th Dec 2015, the Chancellor nominates the Finance Council of The KLE Technological University Hubballi.

Constitution of the Finance Council of The KLE Technological University Hubballi:

The Chancellor is pleased to constitute the Finance Council of The KLE Technological University Hubballi as under:

Name	Designation	Address	Position
Shri Shivakumar Sambaragimath	Chancellor's Nominee	Chartered Accountant, Belagavi	Chairman
Prof. Ashok S. Shettar	Vice-Chancellor	KLE Technological University, Hubballi	Member
Shri S.K.Chenni	Nominee of Sponsoring Body	Chartered Accountant, Hubballi	Member
Prof. B.L.Desai	Registrar	KLE Technological University, Hubballi	Member
Mrs. Pooja Kandoi	Finance Officer	KLE Technological University, Hubballi	Member Secretary



(Dr. Prabhakar B. Kore)
CHANCELLOR
KLE Technological University Hubballi &
Chairman, KLE Society, Belagavi

ANNEXURE – 9

[List of faculty and staff transferred from BVB College of Engineering and Technology to KLE Technological University]

**Transfers from BVB College of Engg & Tech, Hubballi
to KLE Technological University, Hubballi
For the Year 2015-16**

School of Computer Science & Engineering

SL	Name	Designation	BVB Dept.
1.	Dr. V.P.Baligar	Professor	CSE
2.	Dr. S.R.Chickerur	Professor	ISE
3.	Smt. Jayalaxmi G N	Associate Professor	CSE
4.	Sri. Mahesh Patil	Asst. Prof	
5.	Sri. Deepak Kumar Mehta	Asst. Prof	
6.	Smt. Vidya Handur	Associate Professor	
7.	Sri. Vishwanath G	Asst. Prof	

School of Mechanical Engineering

SL	Name	Designation	BVB Dept.
1.	Dr Sanjay Kotabagi	Professor	Mech
2.	Dr K G Kodancha	Professor	
3.	Sri. C.M. Koti	Professor	
4.	Dr G U Raju	Associate Professor	
5.	Sri. Shreeshail M L	Asst. Prof	
6.	Sri. G.M.Hiremath	Asst. Prof	
7.	Sri. Sudhir Pawaskar	Asst. Prof	
8.	Sri. Vinayak Kulkarni	Asst. Prof	Mech - Production Mgmt(PG)
9.	Sri. R.S.Hosamath	Asst. Prof	Mech--Energy Systems(PG)
10.	Sri. Girish Chalageri	Asst. Prof	Mech-- Machine design(PG)
11.	Sri. Sanjeev Kavale	Lecturer	Mech

School of Electronics and Communication

SL	Name	Designation	BVB Dept.
1.	Dr.Saroja V Siddamal	Associate Professor	ECE -Digital Electronics(PG)
2.	Mrs Sujata Kotabagi	Associate Professor	ECE
3.	Mr. Shivshankar Huddar	Asst. Prof	ECE
4.	Ms. Sneha V Meti	Asst. Prof	ECE
5.	Sri. Sanjay Eligar	Asst. Prof	ECE-VLSI& ES(PG)
6.	Smt. Preeti Pillai	Lecturer	IT

Department of Civil Engineering

SL	Name	Designation	BVB Dept.
1.	Sri. Gurunath Kampli	Asst. Prof	Civil –Structural Engg(PG)
2.	Smt. Prema Malali	Asst. Prof	Civil

Department of Electrical & Electronics

SL	Name	Designation	BVB Dept.
1.	Ms. Leah S Joshi	Asst. Prof	E &E
2.	Sri. Kiran R Patil	Asst. Prof	
3.	Sri. Javeed K	Asst. Prof	

Department of MCA

SL	Name	Designation	BVB Dept.
1.	Dr P S Hiremath	Professor	MCA
2.	Sri. P.R.Patil	Assoc Prof	
3.	Ms. Bharathi Shettar	Asst. Prof.	
4.	Sri. Ashok Chikkaraddi	Asst. Prof	

Department of Bio-Technology

SL	Name	Designation	BVB Dept.
1.	Dr S S Desai	Associate Professor	BT

School of Architecture

SL	Name	Designation	BVB Dept.
1.	Dr. Vimala Swamy	Asst. Prof	Arch
2.	Ms. Rohini Malagi	Asst. Prof	
3.	Sri. H.S.Patil	Asst. Prof	
4.	Sri. M.M.Dandin	Asst. Prof	
5.	Sri. Abhishek Patil	Lecturer	

School of Management Sciences

SL	Name	Designation	BVB Dept.
1.	Dr S V Patil	Professor	MBA Transferred but relieved on 03.11.2015
2.	Sri. Nitin G Kulkarni	Assoc. Prof	
3.	Sri. Sagar B Patil	Asst. Prof.	
4.	Sri. Nagaraj Navalgund	Asst. Prof.	
5.	Sri. Jayant M Alagawadi	Asst. Prof.	
6.	Smt. Soumya B Kudagi	Asst. Prof.	

Mathematics

SL	Name	Designation	BVB Dept.
1.	Dr.Uma Neeli	Assoc. Prof	Maths
2.	Smt. Sumedha S Shinde	Asst. Prof	
3.	Sri. Roshankumar Arya	Asst. Prof	
4.	Dr. G.N.Bhadri	Asst. Prof	
5.	Dr. Narayan Swamy	Asst. Prof	
6.	Smt. S.V.Chougala	Asst. Prof	

Physics

SL	Name	Designation	BVB Dept.
1.	Dr. A. S. Bennal	Asst. Prof	Physics
2.	Smt. V.H. Choudapur	Asst. Prof	
3.	Sri. V.V.Koppal	Asst. Prof	

4.	Smt. S. B. Kolvekar	Asst. Prof	
5.	Sri. G. V. Muddapur	Asst. Prof	

Chemistry

SL	Name	Designation	BVB Dept.
1.	Dr. A.M.Sajjan	Asst. Prof	Chemistry
2.	Dr. C.C.Hadimani	Asst. Prof	
3.	Smt. P Ramadevi	Asst. Prof	
4.	Smt. S. Dhanalaxmi	Asst. Prof	
5.	Sri. S.R. Kurundawade	Asst. Prof	

Department of Humanities and Social Sciences

SL	Name	Designation	BVB Dept.
1.	Ms. Jayanti D Shinge	Lecturer	Humanities
2.	Smt. Anusha Kodolli	Lecturer	

Non-Teaching

Administrative Office

SL	Name	Designation	BVB Dept.
1.	Sri S D Horakeri	Assistant Librarian	Library
2.	Shrinath B Kattimani	Assistant Instructor	Info Cell
3.	Sri. Appanna S Taware	Attender	Office
4.	Sri. Siddappa Hotagi	Attender	Office

School of Computer Science

SL	Name	Designation	BVB Dept.
1	Smt.Sunita Benakanalmath	Instructor	CSE

School of Mechanical Engineering

SL	Name	Designation	BVB Dept.
1.	Sri. Vijay Barki	Mechanic	Mech
2.	Sri, S.F.Kinnal	Mechanic	
3.	Ms. Shilpa Kulkarni	Asst. Instructor	
4.	Gangubai Gadagi	Asst. Instructor	

Physics

SL	Name	Designation	BVB Dept
1.	Sri. Vishwanath Mulagund	Asst. Instructor	Physics
2.	Sri. Channaveeresh Adaragunchi	Asst. Instructor	