

Methodist College of Engineering & Technology

(Affiliated to Osmania University - College Code 1607)



Dt. 09/02/2021

OFFICE ORDER

In order to encourage and promote the research culture amongst the faculty the management has decided to offer the following incentives.

1. Paid leave will be granted when faculty members participate in Conferences, Seminars and workshops either for attending/presentation of research papers in their respective areas of specializations. Faculty is eligible for a maximum of 10 days of paid leave in an academic year. Prior approval is to be obtained from the Principal/Designated Authority. This leave will be granted only on production of attendance Certificate from the organizers of the event.
2. 50% of the registration fees paid by the faculty for attending the Conferences/Seminars/ workshops will be reimbursed by the college as an incentive on production of the receipts for the amount paid. The maximum amount to be reimbursed will be at the discretion of the designated authority.
3. Partial financial support will be extended to the faculty towards publication of research papers in the UGC approved /Scopus Indexed/ refereed Journals for the first authors only. Incentive to the extent of Rs.5000/- will be paid.
4. Financial Assistance will be given for the projects if it is recognised as patent. The incentive of Rs.5000/- will be paid.

All the faculty are requested to take up research activities and utilise the incentive offered for the promotion of research.

* This order is for patents & publications
with behalf of Methodist College of
Engineering & Technology.

DIRECTOR

Director
Methodist College of Engg. &
Abida, Hyderabad

Copy to:

1. The Principal
2. VP/Dean
3. All HOD's with a request to circulate to all the staff



Methodist College of Engineering & Technology
King Koti, Abids, Hyderabad

Dt. 7th January, 2019

To
All the Faculty Members,
Methodist College of Engineering & Technology.

Sub: Reimbursement of SWAYAM – NPTEL examination/certification fees.

Dear Faculty Member,

You are aware that SWAYAM-NPTEL is conducting Advanced and Basic level courses through MOOCs (Massive Open Online Courses). All the faculty can enrol to these courses on NPTEL portal through the local chapter of our college, for which Mrs. P. Lavanya, Head Department of Computer Science & Engineering is appointed as the Single Point of Contact (SPOC). The duration of these MOOCs is for 4/8/12 weeks and these MOOCs have regular assignments and proctored examination at the end of the course. Faculty members have to register for the examination by paying the prescribed fees, appear for the examination at the designated centres and pass the examination.

Certificates will be issued by NPTEL to only those faculty who enrol, attend the programme and qualify in the examination. As a faculty development, the Management has decided to encourage the Faculty members to enrol and pass the examination. In this context it is informed that faculty members who successfully clear NPTEL courses of 8/12 weeks duration in their respective domain shall be given cash incentives as per the following guidelines.

S. No	Score in the examination	Type of certificate	Cash Incentive
1	40-59	Successfully completed	Rs 500
2	>= 60	Elite	Rs 1000
3	75-89	Silver	Rs 2000
4	>= 90	Gold	Rs 3000
5	----	Gold +Topper	Rs 5000

Further it may be noted that it is mandatory for all the faculty to register and get at least one certificate in an academic year. The performance in these courses will be considered in the Performance appraisal of the faculty and will be given weightage while considering the annual increment.

DIRECTOR

Principal / Director
Methodist College of Engg. & Tech.
Abids, Hyderabad-01.

Copy to:

1. Principal
2. Dean *Ms*
3. All HOD's with a request to circulate to all the staff
4. Vice – Principal *A. M. S.*
5. A.O *S. R.*



Methodist College of Engineering & Technology
King Koti, Abids, Hyderabad

Dt. 09/11/2016

OFFICE ORDER

In order to encourage and promote the research culture amongst the faculty the management has decided to offer the following incentives.

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2. 50% of the registration fees paid by the faculty for attending the Conferences/Seminars/ workshops will be reimbursed by the college as an incentive on production of the receipts for the amount paid. The maximum amount to be reimbursed will be at the discretion of the designated authority.
3. Partial financial support will be extended to the faculty towards publication of research papers in the UGC approved /scopus indexed Journals.

All the faculty are requested to take up research activities and utilise the incentive offered for the promotion of research.

DIRECTOR

Copy to:

1. Principal
2. Dean
3. All HOD's with a request to circulate to all the staff
4. Vice – Principal
5. A.O



Methodist College of Engineering & Technology

King Koti, Abids, Hyderabad-500 001 Phone : 24755999, 24753445

www.methodist.edu.in mail: theprincipal@methodist.edu.in

Consultation Policy of Methodist College of Engineering and Technology

Objective: To establish a framework to support consultancy activities at Methodist College of Engineering and Technology

Eligibility

- This policy applies to all faculty and staff of Methodist College of Engineering and Technology
- The faculty or staff must ensure that the consultancy work does not create a conflict of interest with the role of the faculty in the college.

Circumstances under which consulting activity may be permitted

- The organization requiring consultancy services from faculty or the department shall write to the Director/Principal indicating the expertise required.
- The Director/Principal on receiving the request from the organization shall inform to the department concerned.
- The head of the department shall nominate the faculty or a group of faculty having the required expertise and get permission from the Director/Principal.
- The Director/Principal will take into account such factors as the compatibility of the activity with the responsibilities and commitments of the faculty member(s), potential conflicts of interest and the use of institution resources while granting permission
- An MOU may be signed between the organization and the department towards the nature of consultancy work and the commercials
- The faculty or a group of faculty engaged in the consultancy work shall periodically report the progress of the consultancy work to the Director/Principal through the head of the department.

Publications

- Publication arising from consultancy work shall include the faculty affiliation of the college and acknowledge for the facilities used from the college.

Intellectual property Rights (IPR)

- College IPR may be used where not in conflict with rights of third parties or any commercialization plan.

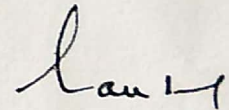
Other Commercial Rules

- College facilities and resources may be used and must be charged in line with the guidelines from time to time.
- Meeting related to consultancy work with the organization(s) may be conducted in college premises.
- Tax is applicable for the revenue generated through consultancy work.

Policy for Revenue Sharing in Consultancy

- In view of encouragement the management has decided to share the revenue generated out of consultancy services to the faculty or group of faculty or non-teaching staff involved in the consultancy work as detailed below:

S. No.	Particulars	Faculty	Management
1.	Use of institute space and or equipment	60%	40%
2.	For providing solutions/expertise to problems of the industry	80%	20%



Correspondent

Principal / Director
Methodist College of Engg. & Tech
Ables, Hyderabad-51.

Copy to:

1. Principal
2. Dean
3. V.P
4. A.O
5. All – HOD's



Methodist College of Engineering & Technology

King Koti, Abids, Hyderabad-500 001 Phone : 24755999, 24753445

www.methodist.edu.in mail: theprincipal@methodist.edu.in

Dt 09/11/2016

ORDERS

In order to promote the research culture amongst the faculty and motivate them to register for Ph D programme the management has decided to offer the following incentives.

1. Financial assistance to the faculty registered for PhD programme will be provided to the extent of Rs 30,000/- towards the Registration /Tution fees during the course of study.:
2. Paid duty leave will be granted to the faculty for attending their Pre PhD examinations

All the faculty are encouraged to register for the PhD programme and utilise the incentives offered for the promotion of research.

DIRECTOR
Principal / Director
Methodist College of Engg. & Tech
Abids, Hyderabad-01.

Copy to:

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2. Dean
3. V.P
4. A.O
5. All – HOD's