

## **Ph.D. ORDINANCES / REGULATIONS 2019**

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### **SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR - 440013**

An Autonomous College affiliated to  
Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur,  
Maharashtra (INDIA)

The Board of Management of Shri Ramdeobaba College of Engineering and Management prescribes the following ordinances in respect of the Ph.D. Programmes at Shri Ramdeobaba College of Engineering and Management, Ramdeo Tekdi, Katol Road, Nagpur- 440013 on the recommendation of the Academic Council. The details in respect of the ordinances issued for Ph.D. Programmes are as follows:

## **1. Short title, Application, and Commencement**

- 1.1 These Regulations may be called the RCOEM Ph.D. Programme Regulations, 2019.
- 1.2 These ordinances shall come into force with effect from the date of its approval by the Board of Management.

## **2. Definitions and Nomenclature**

In the Regulations, unless the context otherwise requires,

- (i) “Candidate” shall mean an individual who applies for admission to any Ph.D. programme of the Institute.
- (ii) “CoE”, the Controller of Examinations of the Institute.
- (iii) “Course” means a theory or a practical subject or a directed study prescribed by the Research Advisory Committee.
- (iv) “DRC” means Departmental Research Committee.
- (v) “Institute” shall mean Shri Ramdeobaba College of Engineering and Management, Ramdeo Tekdi, Katol Road, Nagpur 440013.
- (vi) “PET” means Ph.D. Entrance Test.
- (vii) “Principal” shall mean the Principal of Shri Ramdeobaba College of Engineering and Management.
- (viii) “Programme” means the Doctoral Programme leading to the award of Ph.D.
- (ix) “RAC” means Research Advisory Committee.
- (x) “Scholar” or “Research Scholar” means any candidate admitted by the Institute either under Full-time or Part-time category for pursuing research for the award of the Ph.D. degree.
- (xi) “Supervisor” or “Research Supervisor” means any faculty member of the Institute who has been recognized by the University/Institute to supervise the research scholars.
- (xii) “UGC” shall mean University Grants Commission, Government of India, New Delhi.
- (xiii) “University” means Rashtrasant Tukadoji Maharaj Nagpur University.

## **3. Modes of doing Ph.D.**

- 3.1 There shall be two modes of doing Ph.D. research in the Institute i.e. Full-time and Part-time.

- 3.2 Full-Time Ph.D. degree programme shall mean a programme pursued by the research scholar who is neither in full time nor in part time employment of any government organisation or private or public enterprise and is devoting at least six hours a day at the place of research for such a study. However, Full-Time Ph.D. degree programme may be pursued by the sponsored employee who is on sabbatical or study leave during the entire duration of his Ph.D. and is devoting at least six hours a day at the place of research for such a study.
- 3.3 Part-Time Ph.D. degree programme would mean a programme pursued by a research scholar who is in some employment and is pursuing the programme by devoting at least five hundred clock hours in a year for the said study, at the place of research, to be certified by the concerned supervisor and Head of Department.
- 3.4 The research scholar who has registered himself/herself as a full-time research scholar may subsequently opt for the part-time mode. The decision in this regard shall be taken by the Principal on the recommendation of the concerned Departmental Research Committee (DRC).

#### **4. Eligibility criteria for admission to Ph.D. Programme**

- 4.1 Subject to the conditions stipulated in these Regulations, the following persons are eligible to seek admission to the Ph. D. programme:
- (i) Candidates for admission to the Ph.D. programme shall have a Post Graduate Degree (Master's Degree) or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.
- (ii) A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-Abled and other categories of candidates as per the decision of the UGC/University from time to time, or for those who had obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace mark procedures.

## **5. Duration of the Programme**

- 5.1 The duration of the programme and the time for submission of the thesis are counted from the date of registration.
- 5.2 Ph.D. programme through Full-Time mode shall be for a minimum duration of three years, including course work and a maximum of six years.
- 5.3 Ph.D. programme through Part-Time mode shall be for a minimum duration of four years and six months, including course work and a maximum of six years.
- 5.4 Extension up to a maximum period of one year may be given by the Principal on the recommendation of the Departmental Research Committee (DRC) concerned. The candidate concerned shall submit the application in prescribed format for extension through his Research Supervisor three months before the expiry of the registration period.
- 5.5 The women candidates and persons with disability (more than 40% disability), duly certified by the competent authority, may be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

## **6. Procedure for Admission**

- 6.1 The Institute shall admit candidates by a two-stage process through:
  - (i) A Ph.D. Entrance Test (PET), consisting of PET-I & PET-II, shall be qualifying with qualifying marks as 50%. The Entrance Test shall be conducted by the Institute at the Centre(s) notified in advance.
  - (ii) An interview/viva-voce of the PET qualified or PET exempted candidates shall be organized by the Institute where the candidates are required to discuss their research interest/area through a presentation/interview before the Department Research Committee (DRC).

The interview/viva-voce shall also consider the following aspects, viz. whether:

- a) the candidate possesses the competence for the proposed research;
  - b) the research work can be suitably undertaken at the Institute/Place of Research;
  - c) the proposed area of research can contribute to new/additional knowledge.
- 6.2 The Institute may not conduct the Ph.D. Entrance Test (PET) and may invite the PET exempted candidates for Ph.D. Admissions. Also, the institute may admit the candidates selected from government schemes or the schemes floated by statutory bodies such as UGC, AICTE, etc. subject to the fulfilment of admission and eligibility criteria.
  - 6.3 The Institute shall decide on a need basis through the Board of Studies/Academic Council, the number of seats available in the various

Programs/Branches, depending on the number of available research supervisors and other academic and physical facilities available, keeping in mind the norms regarding the scholar-supervisor ratio, laboratory, library, and such other facilities and will be notified on the Institute website and may also through advertisement.

- 6.4 The candidates desirous of pursuing Ph.D. degree shall submit the application in the prescribed form through proper channel, wherever applicable, to the Dean R&D within the stipulated time mentioned in the notification. The application form and the necessary details would be made available on the Institute website.
- 6.5 The applications received will be sent to the DRC of the respective departments. The DRC shall screen the applications, conduct the Ph.D. Entrance Test (PET) and interview/viva-voce of the candidates.
- 6.6 The allocation of Supervisor for a selected candidate shall be decided by the DRC concerned depending on the number of scholars per Supervisor, the available specialization among the Supervisors and research interests of the candidates as indicated by them at the time of interview/viva voce.
- 6.7 The respective DRC will forward the list of selected candidates along with the applications of all the candidates to the Dean R&D.
- 6.8 The Dean R&D will seek the approval of the Principal for the registration of the selected candidates.
- 6.9 The Candidates whose registration has been approved by the Principal shall be admitted to the Ph.D. Programme by Dean R&D with intimation to the concerned Chairman of DRC, supervisor, the candidate, and the sponsoring organization, if any.
- 6.10 On receipt of the registration of the research scholars, the supervisors of the research scholars shall recommend a panel of six names for forming the Research Advisory Committee (RAC) for their respective research scholar and send the same to the Dean R&D through the respective Chairman of DRC. The Dean R&D shall form the Research Advisory Committee (RAC) as per rules, get the approval of the Principal and then communicate the same to the respective supervisors through the respective Chairman of DRC for further action.
- 6.11 The Institute shall maintain the list of all the Ph.D. registered scholars on its website on a year-wise basis. The list shall include the name of the registered research scholar, the topic of his/her research, name of his/her supervisor/co-supervisor, date of registration.

## **7. Entrance Test for Ph.D. Programmes, if conducted by the Institute**

- 7.1 The Institute shall invite application forms from the eligible candidates, desirous for admission to Ph.D. Program and shall conduct Ph.D. Entrance Test (PET).

- (i) PET shall consist of two tests i.e. PET-I and PET-II, whereas PET-II may be of descriptive nature.
- (ii) The duration of examination shall be of two/three hours carrying 100 marks (each PET-I and PET-II carrying 50 marks) and covering the following areas:

**PET-I: Research Methodology (Common for all)**

1. Fundamentals of research
2. Selecting a problem and preparing a research proposal
3. Types of research
4. Tools and techniques of research and
5. Review of Literature

**PET-II: Subject-specific**

Syllabus of relevant subjects shall be displayed on the Institute website.

- (iii) The minimum passing percentage for PET shall be 40% in each tests i.e. PET-I and PET-II and 50% in the aggregate. While candidates belonging to reserved categories appearing to the entrance test shall have to obtain 45% marks to become qualified.

- 7.2 The PET Examination Committee constituted by the Institute shall be the competent authority to redress grievances of any candidate with respect to the conduct of PET.
- 7.3 PET being one of the eligibility criteria for applying for Ph.D. registration, the declaration of the candidate to be successful in PET examination shall not confer on the candidate, the right of registration.

**8. Exemption from PET for Ph. D. Program**

Candidates who have qualified PET-I & PET-II of the University/UGC-NET (including JRF)/UGC-CSIR NET (including JRF)/SLET/GATE/GPAT/SET/teacher fellowship holder are exempted from the Institute conducted PET.

**9. Departmental Research Committee**

- 9.1 The Institute shall appoint a Departmental Research Committee (DRC) for each Department

DRC shall consist of the following members, namely:-

- 1) Chairman, Board of Studies concerned (Chairman)
- 2) All recognised research supervisors of the department (Members)
- 3) One subject expert nominated by the Vice-Chancellor (Member)
- 4) One expert nominated by the Principal (Member)

9.2 If the Chairman, Board of Studies concerned is not a recognized supervisor then the Principal shall nominate one of the recognized supervisors of the department as the Chairperson of DRC or Dean R&D provided he/she is a recognised supervisor.

9.3 The DRC shall have the following powers and duties, namely:-

- a) To select the candidates for Ph.D. program by following the appropriate process;
- b) To allocate the supervisors to the selected candidates;
- c) To recommend to the Principal, by following the appropriate process, names of teachers for recognition as approved research guides;
- d) To undertake any other task in academic and research & development matters, as may be assigned to it by the Principal.

## **10. Recognition of Research Supervisor**

10.1 Recognition of Research Supervisor for guiding research work will be accorded by the Principal on the recommendation of DRC concerned. The desirous faculty members shall apply to the Dean R&D through proper channel in the prescribed format.

10.2 Any regular Professor with at least five research publications in journals either indexed in SCI/WOS/Scopus or listed in the Institute approved list of journals may be recognized as Research Supervisor. Any regular Associate/Assistant Professor with a Ph.D. degree and at least two research publications in journals either indexed in SCI/WOS/Scopus or listed in the Institute approved list of journals may be recognized as Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals, the Institute may relax the above condition for recognition of a person as Supervisor with reasons recorded in writing.

10.3 However, notwithstanding anything to the contrary herein the persons who are already recognized as research supervisors shall continue to be recognized as supervisors of the Institute although they are not working as regular faculty in the Institute until last research scholar under him/her submits his/her Ph.D. thesis to the university or the period of registration of research scholar has expired, whichever is earlier.

10.4 All existing Research Supervisors those are recognised by the University shall become and remain recognised research supervisors of the Institute.

## **11 Allocation and Change of Research Supervisors**

11.1 The allocation of Research Supervisor for a selected research scholar shall be decided by the DRC concerned depending on the number of scholars per Supervisor, the available specialization among the research supervisors and research interests of the scholars as indicated by them at the time of interview/viva-voce.

- 11.2 Only a full-time regular teacher of the Institute can act as a research supervisor. The external supervisors are not allowed. However, Co-Supervisor can be allowed in inter-disciplinary areas from other departments of the Institute or from other related institutions/industry/organization with the approval of the DRC.
- 11.3 In case of topics which are of inter-disciplinary nature where the DRC concerned feels that the expertise in the Department has to be supplemented from outside, the DRC may appoint a research supervisor from the Department itself, who shall be known as the Supervisor, and a Co-Supervisor from outside the Department/Institute on such terms and conditions as may be specified and agreed upon by the consenting Departments/Institutions/Colleges.
- 11.4 In case the allotted supervisor is not able to supervise the research scholar either due to death or disability of the supervisor, for whatever reason, the research scholar may apply to the Dean R&D for change of the supervisor. The Dean R&D may place the matter before DRC which shall take an appropriate decision on the application. In other circumstances, the DRC may allow change of supervisor on submission of 'No Objection Certificate' from the supervisor and acceptance letter from the new supervisor. In case of a voluntary change of supervisor, the candidate must work for the minimum period of twenty-four months under a new supervisor.
- 11.5 In case of relocation of an Ph.D. woman scholar due to marriage or otherwise, the research data shall be allowed to be transferred to the University/Institute to which the scholar intends to relocate provided all the other conditions in these regulations are followed in letter and spirit and the research work does not pertain to the project secured by the parent institution/ supervisor from any funding agency. The research scholar will, however, give due credit to the parent Supervisor and the Institute for the part of research already done.

## **12. Permissible number of Ph. D. Scholars under the Supervisor**

- 12.1 The maximum number of Ph.D. scholars who could be registered under a recognised research supervisor shall be eight in case of a Professor, six in case of an Associate Professor and four in case of an Assistant Professor. While counting the maximum permissible number of Ph.D. scholars who could be registered under a particular supervisor his/her appointment as a co-supervisor shall also be taken into consideration.
- 12.2 If the recognised research supervisor of the Institute is also recognized Ph.D. supervisor in another university/college/institute, the number of Ph.D. scholars registered under him/her in that university/college/institute shall also be taken into account while allocating Ph.D. scholars to him so that at no point of time he/she has more than the permissible number of Ph.D. scholars registered under him under this ordinance



### **13. Research Advisory Committee and its Functions**

- 13.1 There shall be a Research Advisory Committee (RAC) for each Ph.D. scholar. The following members shall constitute the RAC as approved by the Principal.
- (i) Chairman, DRC /Sr. faculty member nominated by Chairman DRC
  - (ii) Two experts selected by the Principal from a panel of six experts recommended by the Supervisors from the academia/Industries/R&D organizations
  - (iii) The Co-supervisor, if any
  - (iv) The supervisor of research scholar concerned (Convener)
- 13.2 This Committee shall have the following responsibilities:
- (a) To review the research proposal and finalize the topic of research;
  - (b) To guide the research scholar to develop the study design and methodology of research
  - (c) To suggest the course work or a directed study.
  - (d) To periodically review and assist in the progress of the research work of the research scholar;
  - (e) To approve and recommend the thesis for submission;
  - (f) To recommend to the Principal a panel of referees for evaluation of thesis;
- 13.3 Out of the two experts nominated by the Principal one must attend the meeting in person or through video conferencing for transacting the business.

### **14. Minimum Standards/Credits for Award of the Ph. D. Degree**

- 14.1 The minimum credit requirement for the award of Ph.D. degree shall be Ten (10) credits.
- 14.2 The research scholar must satisfactorily complete the course work by obtaining the marks/grade prescribed in the regulation.
- 14.3 The research scholar shall be required to undertake research work and produce a draft thesis within a stipulated time.
- 14.4 The RAC must recommend the submission of the thesis.
- 14.5 The research scholars must publish at least two research papers in WoS/SCI indexed journal or journals approved by the Institute and must make two paper presentations in conferences/seminars and should produce evidence for the same in the form of presentation certificates and/or reprints. Any relaxation with this respect may only be approved by the Principal.
- 14.6 An undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism and that the work has not been submitted for the

award of any other degree/diploma of the same Institution where the work was carried out, or to any other Institution.

## 15. Course Work for Ph.D. Program

15.1 All candidates admitted to the Ph.D. programme shall be required to successfully complete a minimum of three courses (minimum of 10 credits) in the initial one or two semesters. This course work shall be treated as a prerequisite for Ph.D. preparation.

15.2 The courses shall be

Course 1:	<b>Research methodology</b> (Quantitative methods, computer applications, research ethics and review of published research in the relevant field, training, fieldwork, etc.)	4 Credits
Course 2:	Term paper - Literature review (in the domain of research)	3 Credits
Course 3 and 4:	Subject-specific advanced-level course/s or directed study/ies recommended by RAC	3 or more credits

15.3 The total credit assigned to the Ph.D. course work shall be a minimum of 10 credits (minimum of three courses) and a maximum of 16 credits (maximum of four courses).

15.4 All courses prescribed for Ph.D. course work shall be in conformity with the credit hour instructional requirement and shall specify the content, instructional and assessment methods. They shall be duly approved by the relevant academic bodies.

15.5 A Ph.D. scholar has to obtain a minimum of 55% of marks or its equivalent grade in the UGC 7-point scale or an equivalent grade/CGPA in a point scale in the course work in order to be eligible to continue in the programme and submit the thesis.

## 16. State-of-the-Art Seminar

16.1 Within 6 months of the successful completion of the Course 1 and Course 2, a research scholar shall present a State-of-the-Art Seminar (SOAS) before the RAC. The presentation shall be open to all. In this, he/she shall present the literature survey and the proposed area /topic of research. Through this seminar, RAC shall also approve the proposed research area/topic. RAC shall submit the report of this seminar to the Office of Dean R&D.

## **17. Monitoring the Progress of Candidates**

- 17.1 A research scholar shall appear before the Research Advisory Committee (RAC) once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six-monthly progress reports shall be submitted by the RAC to the office of the Dean R&D with a copy to the research scholar. The RAC meeting may be conducted through video conferencing if a committee member is not able to attend the meeting.
- 17.2 In case, the progress of the research scholar is unsatisfactory, the RAC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the RAC may recommend to the respective DRC with specific reasons for cancellation of the registration of the research scholar. The concerned DRC shall submit its recommendation to the Principal through Dean R&D.

## **18. Pre-Submission Seminar and Submission of Summary**

- 18.1 Every research scholar registered for the Ph.D. programme in Full-Time mode shall be allowed to submit his thesis only thirty-six months after the date of his/her registration. The candidate may submit the summary of his/her thesis thirty-five months after the date of his/her registration.
- 18.2 Every candidate registered for the Ph.D. programme in Part-Time mode shall be allowed to submit his thesis only fifty-four months after the date of his registration. The candidate may submit the summary of his/her thesis fifty-three months after the date of his registration.
- 18.3 Upon satisfactory completion of the course work, research work and after the mandatory publications in journals and conferences the research scholar shall be permitted to submit the summary of the Ph.D. work.
- 18.4 Prior to submission of the summary, the student shall make a Pre-Submission Seminar in the Department before DRC & RAC that shall be open to all, for getting feedback and comments, which may be suitably incorporated into the synopsis and thesis under the advice of the supervisor.
- 18.5 After the approval of the research work presented in the Pre-Submission Seminar by RAC, the Supervisor shall forward 6 hard copies of the summary of the proposed thesis, with a soft copy on CD to the Office of Dean R&D along with a panel of at least six names (four from India, outside the jurisdiction of the University and two from abroad) as examiners for evaluation of the Ph.D. thesis.
- 18.6 Along with the summary of the thesis, every research scholar (Full-Time as well as Part-Time) shall submit the proof of completion of the course work, the pre-submission seminar report, and proof of publications.

## **19. Submission of Thesis**

- 19.1 The research scholar shall, after one month of submission of the summary or not later than three months of submission of the summary, submit the thesis in accordance with the format and specification prescribed. The thesis shall report, in an organized and scholarly fashion, highlighting the original contribution made in the research work of the candidate.
- 19.2 The thesis should be submitted after the completion of the minimum period and before the completion of the maximum period of the Ph.D. programme.
- 19.3 While submitting for evaluation, the thesis shall have an undertaking from the research scholar and a certificate from the Research Supervisor attesting to the originality of the work, vouching that there is no plagiarism after testing the thesis with a Plagiarism software recommended by the Institute and that the work has not been submitted for the award of any other degree/diploma of the same Institute where the work was carried out, or to any other Institution.
- 19.4 He/She shall submit 6 hard copies of the thesis along with a soft copy on CD to the Office of Dean R&D through proper channel. Under no circumstances, the submission of thesis shall be delayed except under special circumstances, where an extension of three months may be granted by the Principal on the recommendations of the RAC.

## **20. Evaluation of the Thesis**

- 20.1 The Ph.D. thesis submitted by a research scholar shall be evaluated by at least two external examiners nominated by the Principal on the recommendation of DRC from among the panel of examiners recommended by the supervisor. The examiners shall be from the outside the jurisdiction of the University and preferably from the reputed foreign universities/IITs/NITs/IIITs/Top 100 NIRF ranked colleges & universities. The Principal, if he deems it necessary, may also nominate examiners from outside the panel.
- 20.2 The office of the Controller of Examinations (CoE) shall take such steps as deemed necessary to enable the reports of the examiners to be received as quickly as possible.
- 20.3 In the case of undue delay in receiving the report from the examiner, the CoE shall refer the thesis to the next examiner, belonging to the same category, after waiting for three months and ensuring that the first examiner is not going to respond within a reasonable period of time.
- 20.4 The examiner shall include in his report an overall assessment placing the thesis in one of the following categories:
  - (a) Recommended for the viva-voce examinations
  - (b) Recommended that the candidate revises the thesis as suggested in the report and the revised thesis be referred to the Supervisor for verification

- (c) Recommended that the candidate revises the thesis as suggested in the report and the revised thesis be sent to the examiner for re-evaluation.
- (d) Not recommended.

The examiner shall enclose a report of 200 to 300 words, indicating the standard attained in case (a), the nature of revision in case (b) or (c) and the reasons for rejection in case (d)

20.5 On receipt of the reports from the examiners, the following procedure shall be adopted:

- (a) If all the examiners accept the thesis and recommend the viva-voce, the thesis shall be provisionally accepted. Any minor revision, modification, etc., suggested by the examiners shall be carried out before the viva-voce examination.
- (b) If any examiner recommends revision of the thesis, the candidate shall be permitted to revise and resubmit the thesis within 6 months with the approval of the RAC. The revised thesis shall be referred to the same examiner if the examiner has insisted the Institute to send the thesis back to him/her after revision for offering his/her final recommendation on the thesis. In such a case the examiner should offer his/her comments for the second time either as recommended for the viva-voce or rejection. In case, the examiner did not insist on sending the thesis back to him, then the CoE office may refer the revised thesis to the Supervisor for verification.
- (c) If one external examiner recommends the viva-voce while the other recommends rejection, then the thesis shall be referred to a third examiner to be nominated by the Principal. If the third examiner recommends the viva-voce, the thesis shall be provisionally accepted. Otherwise, the thesis shall be rejected and the registration of the candidate cancelled.
- (d) If both the external examiners recommend rejection, the thesis shall be rejected and the registration of the candidate be cancelled.
- (e) When the commendation of the examiner on the revised thesis is not as stipulated in this clause or in the case of any dispute, the Principal, if he deems it necessary, shall refer the thesis and the comments to a committee constituted by the Principal for this purpose.
- (f) Individual cases not covered by the above regulations shall be referred to the Principal for his final decision.

## **21. Public Viva-Voce Examination**

- (i) The day, date, time and the place for the viva-voce and the open defence of the thesis shall be notified by the Office of Controller of Examinations (CoE) preferably eight days in advance.
- (ii) The viva-voce of the research scholar to defend the thesis shall be conducted by examiners of Viva-voce Examination Board, only if the evaluation reports of the external examiner on the thesis are satisfactory and include a specific recommendation for conducting the viva-voce examination.

- (iii) The Viva-voce Examination Board shall include:
  - a) At least one external examiner of the thesis (External Examiner)
  - b) Supervisor of the candidate (Internal Examiner)
- (iv) The convener of the RAC will be the Convener of Viva-voce Examination Board and the viva-voce examination shall be conducted as “Open defence type” examination. Such open defence viva-voce examination shall be open to be attended by members of RAC, faculty members, research scholars and other interested experts, P.G. students, etc.
- (v) If the external examiner is unable to be present at the time of the viva-voce and open defence, the Principal shall appoint a senior research supervisor to act as an external examiner for the viva-voce and open defence of the thesis. In case the internal examiner is not available, the Principal shall appoint one of the senior research supervisors as an internal examiner.
- (vi) Immediately after the viva-voce and open defence is over, the Viva-voce Examination Board shall submit to the office of the CoE their final report, in written form duly signed by them, about the satisfactory/unsatisfactory performance of the scholar in the viva-voce. If the report is satisfactory, then the office of CoE shall place the reports of the external examiners and also the report of the viva-voce and open defence of the thesis before the Examination Committee for its acceptance.
- (vii) In case the viva-voce and open defence is not satisfactory the Viva-voce Examination Board may unanimously recommend, with reasons that a fresh viva-voce and open defence of the thesis be organized within a period of not less than one month. If the viva-voce and open defence is still not-satisfactory the board would record the reasons for the same and refer the matter to the CoE for consideration and appropriate decision.
- (viii) The result shall be officially declared by the office of the CoE within eight days from the date of the decision of the Examination Committee accepting the reports placed before it.
- (ix) The office of the CoE shall develop appropriate methods so as to complete the entire process of evaluation of Ph.D. thesis within a period of six months from the date of submission of the thesis.

## **22. Award of Ph.D. Degree**

If the performance of the research scholar in the viva voce and the open defence is satisfactory, he/she will be awarded Ph.D. degree as per the existing provisions under autonomy.

## **23. Depository with Institute and UGC**

- 23.1 After the successful completion of the viva voce and the open defence examination the candidate shall submit a copy of the thesis in CD ROM duly certified by the Supervisor that all the corrections have been duly carried out as suggested by the examiners, if any, for Institute Archives.

- 23.2 The Institute shall submit an electronic copy of the Ph.D. thesis to the INFLIBNET, for hosting the same so as to make it accessible to all Institutions/Institutes.
- 23.3 Papers arising out of the thesis and the thesis as a whole shall not be published by the candidate without the specific approval of the Institute.

#### **24. Certification**

If demanded by a successful research scholar, prior to the actual award of the degree, the Institute may issue a provisional certificate to the effect that the Degree has been awarded in accordance with the provisions of UGC Regulations, 2016.

#### **25. Academic, administrative and infrastructure requirement to be fulfilled by Departments for getting recognition for offering Ph.D. Programmes**

- 25.1 Departments may be considered eligible to offer Ph.D. programme only if it satisfies the availability of eligible Research Supervisors, required infrastructure and supporting administrative and research promotion facilities as per these regulations.
- 25.2 Post-Graduate Departments of the Institute with at least two Ph.D. qualified teachers along with required infrastructure, supporting administrative and research promotion facilities as per these regulations, stipulated under the clause mentioned below, shall be considered eligible to offer Ph.D. programmes.
- 25.3 Departments with adequate facilities for research as mentioned below alone shall offer Ph.D. programmes:
- (i) In case of science and technology disciplines, exclusive research laboratories with sophisticated equipment with provision for adequate space per research scholar along with computer facilities and essential software, and uninterrupted power and water supply;
  - (ii) Earmarked library resources including latest books, Indian and International journals, e-journals, extended working hours for all disciplines, adequate space for research scholars in the Department/library for reading, writing and storing study and research materials;
  - (iii) Departments may also access the required facilities of the other departments of the Institute or of those Institutions/Colleges/R&D laboratories/Organizations which have the required facilities.

#### **26. Cancellation of Registration and Its Consequence**

- 26.1 Cancellation of Registration:** The registration of a research scholar for the Ph.D. programme may be cancelled in the following circumstances:

**(a) Voluntary Cancellation:**

The research scholar can opt for voluntary cancellation of his Ph.D. registration. In such an event, the application duly signed by the candidate and duly endorsed by the supervisor and Head of Department / Chairperson of Departmental Research Committee (DRC) shall be submitted to the Dean R&D. The Dean R&D shall forward the application submitted by the candidate to Principal for approval. The registration shall stand cancelled from the date of his/her application.

**(b) Cancellation for misconduct:**

If a research scholar after registration, during the course of research work, is found to be guilty of commissions and omissions amounting to misconduct like indiscipline, dereliction of duties, unbecoming behaviour, insubordination, etc., related to his/her research and/or, at the place of research, the registration shall be cancelled by the Institute by way of punishment on receipt of report from the supervisor/Chairperson of Departmental Research Committee (DRC)

Provided that DRC shall grant an opportunity to the candidate for submitting his explanation and shall conduct such enquiry as deemed necessary.

**(c) Cancellation for unsatisfactory progress in research work:**

If the progress of the research scholar is unsatisfactory, the Research Advisory Committee (RAC) shall record reasons for the same and suggest corrective measures. If the research scholar fails to implement those corrective measures, the RAC may recommend to the DRC, with specific reasons for cancellation of the registration of the research scholar. If the decision of the DRC to cancel registration of the candidate is approved by the Principal, the registration of the research scholar shall be cancelled.

**26.2 Consequence of cancellation of registration:**

Where the research scholar whose registration for the Ph.D. programme has been cancelled, as above, has received a scholarship/financial assistance from the Institute or from funding agencies like Government departments, UGC, CSIR, AICTE, University, etc., the amount so received shall be recovered with interest from the research scholar. On failure to return the amount within a period of 3 months from the date of cancellation of the registration, the Institute may take appropriate steps for recovery of the said amount from the research scholar.

**27. Redressal of Grievances**

27.1 There shall be Grievance Redressal Committee consisting of the following members to address grievances of the research scholar, supervisors (including Co-Supervisor):



- (i) Dean R&D - Chairman
- (ii) Two members nominated by the Principal

- 27.2 If the complaint is by or against the member of the committee, then he/she shall not participate in the proceedings of the meeting of the committee as a member. In such cases, additional member/s may be nominated by the Principal.
- 27.3 The Grievance Redressal Committee shall have the jurisdiction to hear and decide the dispute between the research scholar and his/her supervisor (including Co-supervisor) or between the research scholar and concerned Research Advisory Committee (RAC) or Departmental Research Committee (DRC).
- 27.4 The committee after giving the adequate opportunity of hearing to the concerned parties shall submit its report to the Principal as soon as possible. The Principal shall take a decision on the report of the committee by giving a hearing to the concerned parties if he considers it necessary. The decision of the Principal shall be final and binding on the parties.

## **28. Change of Regulations**

The Academic Council / Board of Management of Shri Ramdeobaba College of Engineering may revise, amend or change the regulations from time to time.

## **29. Saving Clause:**

Notwithstanding anything contained herein, all cases in which registration has been already granted, the same shall continue to be governed by the respective Ordinances and Directions. The procedure of submission of thesis and evaluation shall be governed by the said Ordinances/Directions.