

**Rules and Regulations for
Post-Doctoral Fellowship (PDF)
Programme**

Effective from Academic Year

2024-25



**राष्ट्रीय प्रौद्योगिकी संस्थान गोवा
NATIONAL INSTITUTE OF TECHNOLOGY GOA**

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1. Preamble

The main goal of a Post-Doctoral Fellowship Programme (PDF) is to develop professional and academic skills under the mentorship of an experienced researcher. The Post-Doctoral Fellowship Programme at National Institute of Technology Goa (NIT Goa) aims to identify and motivate young researchers and provide them support for research in frontier areas of science and engineering. There are two categories under this programme, as given below:

- 1.1. ***Institute Post-Doctoral Fellow (IPDF)*** - A Post-Doctoral Fellow, who is admitted to the Post-Doctoral fellowship Programme of NIT Goa through the procedures adopted by the Institute and avails Fellowship from the Institute funds. The present number of sanctioned IPDF positions are 06 (six) per academic year, which can vary as per Institute policy from time to time.
- 1.2. ***External Funding based Post-Doctoral Fellow (EFPDF)*** - A Post-Doctoral Fellow, who is admitted to the Post-Doctoral fellowship Programme of NIT Goa through the procedures adopted by the Institute and avails Fellowship from any recognized funding agencies like SERB, CSIR, DST, etc.

National Institute of Technology Goa provides an opportunity to young researchers as Institute Post-Doctoral Fellow (IPDF) and External Funding based Post-Doctoral Fellow (EFPDF). Post Doctorate is not a regular degree program; hence no regular session-based advertisement will be issued for admission.

2. Departments offering Post-Doctoral positions

The Institute is offering Post-doctoral Fellowships in the following Departments:

- Civil Engineering (CVE)
- Computer Science and Engineering (CSE)
- Electrical and Electronics Engineering (EEE)
- Electronics and Communication Engineering (ECE)
- Mechanical Engineering (MCE)
- Applied Sciences (APS)
- Humanities and Social Sciences (HSS)

3. Essential requirements for IPDF

- 3.1. The applicant should be an Indian national, with a Ph.D. or equivalent doctorate degree (e.g., D.Sc) awarded from recognized Institute/University. The candidate must have secured 6.5 CGPA on a 10-point scale grading system or 60% marks in Bachelor's or Master's level from a recognized Technical Institute or University in relevant discipline. CGPA/Percentage relaxation will be followed as per GOI norms.
- 3.2. The applicant should apply within five years from the date of award of Ph.D. degree (i.e, Defense date).
- 3.3. The applicant, who has completed their Ph.D. from NIT Goa, can apply for the IPDF programme after 2 years of completion of their Ph.D. Defense viva-voce approval date.

3.4. Publication requirements:

3.4.1. For Engineering and Science, the applicant must have a minimum of 03 (three) publications as first author in SCI/SCIE or 03 (three) granted Indian/US Patents or a combination of Journal(s) & Patent(s) listed above.

3.4.2. For Humanities and Social Sciences, the applicant must have a minimum of 03 (three) publications as first author in the ABDC/SSCI/Scopus indexed journals (non-paid)/UGC CARE-A or 03 (three) granted Indian/US Patents or a combination of Journal(s) & Patent(s) listed above.

3.5. The upper age limit of applicant should be 35 years at the time of submission of the application. Age relaxation will be given as per GoI norms.

3.6. Applicants working as regular employees need to produce a No objection certificate (NOC) from the employing organization.

4. Selection criteria and process for appointing IPDF

4.1. The Institute level committee constituted by the Director, will be looking into framing/amending the Post-Doctoral Fellowship guidelines, advertising, preparing the department wise seat allocation of the sanctioned seats with the approval of the competent authority.

4.2. Proposals will be called from the interested faculty of the Institute, as per the seat allocation.

4.3. Applications from aspiring Post-Doctoral Fellows will be invited against each proposal, which must be submitted in the given application form dully filled enclosing the mentioned documents and a research proposal.

4.4. The research proposal submitted by the applicant must not be a mere extension of his/her Ph.D. work. The expertise brought in by the applicant will be an important criterion in the selection process. Emphasis shall be given to the novelty, outcome and implications of the research proposal.

4.5. Selection will be done at the department level

4.5.1. The preliminary scrutiny will be done by the Departmental Post-Doctoral Selection Committee (DPDSC).

4.5.2. The selected candidates must appear for the written test/interview conducted by DPDSC.

4.5.3. Each department shall make the shortlisting of applications based on the Academic and research records. The DPDSC may fix additional shortlisting criteria, based on the number of applications received and vacancies available.

4.5.4. Each department shall forward the recommended list to the Institute level committee.

4.5.5. Based on the DPDSC recommendations and available vacancies, the Institute level committee will submit the consolidated list of the recommended candidates to the competent authority for the approval.

5. Period of engagement

5.1. The appointment of Institute Post-doctoral Fellows (IPDF) is purely a temporary assignment and

full time in nature. The duration of the fellowship will be normally for a period of 3 years. However, initially the offer will be made for one year and is extendable maximum upto three years based on performance evaluation.

- 5.2. Review will be conducted every year, and will be on quantifiable outcomes based on the deliverable proposed and publications. A progress monitoring committee (PMC) will evaluate the progress annually and accordingly recommend for the extension. Based on the recommendations of the Progress Monitoring Committee (PMC), fellowship tenure may be extended.
- 5.3. The continuation of IPDF of the candidate will depend on satisfactory report submission by the said committee. If the report is unsatisfactory, then the IPDF may be terminated even before one year period or as per the terms of appointment.
- 5.4. The duration of External Funding based Post-Doctoral Fellow (EFPDF) will be as per the guidelines of the sponsoring agency.

6. Work assignments for IPDF

- 6.1. The Head of the Department will assign the IPDF academic responsibilities such as taking lecture classes, tutorial classes, laboratory work, conduct of seminar, symposia, operation and maintenance of equipment, computer, etc.; not exceeding 8 hours per week.
- 6.2. In addition to carrying out quality research work, the Post-Doctoral fellow is expected to assist the mentor (as Principal Investigator) in writing externally funded project proposals.
- 6.3. IPDF are eligible to act as Co-guide for B.Tech/M.Tech students along with his/her Mentor with the approval of Dean (Academics) with the recommendations from Mentor, HoD and Dean (R&C).
- 6.4. IPDF will be attached to the Department and Mentor(s) for carrying out full-time research and teaching in an area approved by the Department.
- 6.5. IPDF shall be required to submit a comprehensive progress report to the Dean (R&C) office at the end of each semester.

7. Targets to be achieved during the period of engagement

- 7.1. In Engineering and Science stream, the Post-Doctoral fellow must have a minimum of one publication (accepted/published) in SCI/SCIE/Indian/US Patent per year along with the mentor.
- 7.2. In Humanities and Social Sciences stream, the Post-Doctoral must have a minimum of one publication (accepted/published) in ABDC/SSCI/Scopus indexed journals (non-paid)/ UGC CARE-A/Indian/US Patent per year along with the mentor.
- 7.3. The candidate will present a progress report to Progress Monitoring Committee (PMC) every year describing the research work carried out and research results, supported by reprints or proofs or manuscripts of the papers/patents published or accepted for publication for this purpose.
- 7.4. Further extension of postdoctoral fellow every year will be based on quantifiable outcomes and deliverables proposed in the initial proposal and the recommendations of PMC.
- 7.5. The fellowship may be terminated at any time by the Institute if the research progress/conduct of the candidate is unsatisfactory, by giving one month notice to the Post-Doctoral fellow, on the

recommendation of Mentor, forwarded through HoD and approved by Chairperson, PAC. Similarly, the postdoctoral fellow must give one month's notice through Mentor, forwarded through HoD and approved by Chairperson, PAC, if he/she wants to leave the fellowship before tenure completion.

- 7.6. Any rights related to the IP generated out of the post-doctoral research will be owned by the Institute and will be governed by the Institute's IPR policy amended from time to time.

8. Eligibility to be mentor for IPDF

- 8.1. The proposed Mentor should be having Ph.D. degree in relevant discipline with atleast 5 years of post Ph.D. experience in Academia/Research & Development/Industry.
- 8.2. The Mentor should be working in the proposed/similar research area and should have proven record of publications in SCI/SCIE/Indian patent/US Patent/ABDC/SSCI/ Scopus (Non-paid)/UGC CARE list journals/recognized Books/ Book chapters. The Mentor should have atleast 10 publications in the above indexed journals or patents or a combination of both.
- 8.3. The mentor should have supervised atleast 01 (one) Ph.D. student (Awarded/Thesis Submitted) as Main Supervisor.
- 8.4. A mentor will not be permitted to have more than 01 (one) fellow at any given time from the Institute Post-Doctoral Fellowship. Opportunity to take IPDF will rotate among the faculties of the department, starting from the senior most faculty as per cadre.
- 8.5. If a Post-Doctoral Fellow leaves or is terminated within six months of his/her joining, then that vacancy will be carry forwarded in next advertisement.
- 8.6. If a Post-Doctoral Fellow applies for a research area which is overlapping between two faculties, then preference for mentoring that scholar shall be given to the senior most faculty as per cadre.

9. Fellowship and Leave rules

- 9.1. A fellowship of Rs 60,000 per month (consolidated) will be offered.
- 9.2. A contingency grant of Rs. 50,000 per annum towards purchasing consumables, attending conferences, meeting publication charges, etc., will be made available to the fellow on the recommendation of the mentor.
- 9.3. No separate HRA is admissible. Institute accommodation shall be provided subject to availability with due charges as per institute norms.
- 9.4. The IPDF will not be eligible to receive any other fellowship from government/non-governmental sources during the period of his/her engagement.
- 9.5. If the candidate resigns from the postdoctoral fellowship before expiry of term, the candidate will have to give either one month notice or deposit one month fellowship to the Institute for the same.
- 9.6. Leave rules will be followed as per Ph.D. rules and regulations of the Institute.

10. External Funding based Post-Doctoral Fellowship (EFPDF) programme

External Funding based Post-Doctoral Fellow (EFPDF) is admitted to the Post-Doctoral Programme of

NIT Goa through the procedures adopted by the Institute and avails Fellowships from any recognized funding agencies like SERB, CSIR, DST, etc. For EFPDF, guidelines of the sponsoring agency will be applicable.

11. Committees

A. Institute Level Committee

| | | |
|---|---|-------------|
| Dean (R&C) | : | Chairperson |
| Dean (Academics) | : | Member |
| Three Faculty (Nominated by Director on rotation basis for a period of two years) | : | Members |
| Assistant Registrar (Academics) | : | Convener |

B. Departmental Post-Doctoral Selection Committee (DPDSC)

| | | |
|---|---|------------------|
| HoD of the concerned Department | : | Chairperson |
| A Faculty from other Dept. (Nominated by Director) | : | Director nominee |
| Consented Faculty Member(s) within Department | : | Member(s) |
| Convener of DPDSC (Dept. Faculty nominated by HoD on rotation basis for a period of one year) | : | Convener |

C. Progress Monitoring Committee (PMC)

| | | |
|--|---|-----------------|
| Dean (R&C) | : | Chairperson |
| Faculty from other reputed Institutes such as IITs/NITs etc. | : | External Expert |
| HoD of the concerned Department | : | Member |
| Mentor | : | Convener |

D. Program Advisory Committee (PAC)

| | | |
|---------------------------------|---|-------------|
| Director | : | Chairperson |
| Dean (Academics) | : | Member |
| Dean (R&C) | : | Member |
| HoD of the concerned Department | : | Convener |

Note: PAC will look into resolving any issues pertaining to the Post-Doctoral fellow during his/her period of engagement or discontinuation.

12. Power to Modify

Chairperson, Senate is empowered to make any change(s)/Amendment(s)/Exception(s) in the regulations of the Post-Doctoral Fellowship (PDF) program from time to time.