

Harcourt Butler Technical University, Kanpur

Kanpur-208002

POLICY FOR THE POST-DOCTORAL FELLOWSHIP PROGRAM

1. About the University

Harcourt Butler Technical University, Kanpur, a NAAC A+ accredited university, came to the existence on September 01, 2016 by the Act of Government of Uttar Pradesh, U.P. Government notification no. 5869(2)/LX/XIX-V-1, 16(Ka)-10-2016 Lucknow dated April 07, 2016 (UP Act no.11 of 2016) by reconstituting erstwhile Harcourt Butler Technological Institute, Kanpur with the aim to make it a leading residential university and to develop it as a Centre of Excellence with focus on Research & Development and Incubation in the field of Engineering, Technology, Basic & Applied Sciences, Humanities, Social Sciences, Management and other professional courses. The University provides ample opportunities for research, innovation, and modern knowledge delivery system and strives to achieve academic excellence in all walks of Higher Technical Education by promoting research and innovation to bring solutions to real life problems of the society. Congenial environment of the University provides an all round development of the students so that they are able to gain knowledge, hone their skills and grow with amenable personalities capable to take on challenges of the future.

The University, prominently known as HBTU Kanpur, is a residential Technical University with great legacy, tradition and glorious past which propelled it to one of the top most institutions of northern India. It has a strong alumni base spread across the globe who are carrying forward the legacy, culture and the good work of this great Institution in their respective areas of influence. There are 5 schools with 17 departments within them in the University besides Atal Incubation Hub, Centre of Excellence in Oil Technology, Food Processing Laboratory, CAD and 3-D Printing Labs. Faculty members of various schools have excellent contribution in the National as well as International journals, consultancy and testing works, and sponsored research projects of social relevance etc. University is fully financed by the State Government. University has also received financial aid from RUSA and TEQIP scheme of World Bank for various infrastructural and developmental activities.

2. Brief History

Erstwhile Harcourt Butler Technological Institute, Kanpur was established in 1920 when the Government of United Provinces started Government Research Institute, Cawnpore. It was subsequently renamed as Government Technological Institute in 1921. Finally, it got its long standing popular name Harcourt Butler Technological Institute, Kanpur (HBTI, Kanpur) in 1926. On March 26, 1965, it was upgraded from a Government Department status to an autonomous Institution. HBTI Kanpur has been known as 'Jewel in the Crown' of Uttar Pradesh Government as far as technical education is concerned. Premier institutions such as IIT Kanpur and National Sugar Institute were started in HBTI, Kanpur in 1967. Institute was affiliated to Kanpur University (presently C.S.J.M. University, Kanpur) till 2001. Thereafter, it was affiliated to the newly established Uttar Pradesh Technical University, Lucknow. The

Institute was granted academic autonomy by the UGC in 2008 and was consequently upgraded to Harcourt Butler Technical University, Kanpur on September 01, 2016.

3. University Schools and Departments

University is spread across two campuses – East Campus (77 acres) and West Campus (251 acres) situated approximately 3.5 KM apart. This vast area of about 330 acres is divided into various schools, departments, incubation hubs, research centers, administrative building, academic buildings, residential accommodations for teachers and employees and hostels, sports grounds, amenity area etc. University offers different B. Tech., BS-MS, MCA, BBA, MBA, M. Tech., M.Sc. and Ph.D. programs under its various Schools and Departments.

3.1 School of Engineering

School of Engineering currently consists of five departments namely Department of Computer Science & Engineering, Department of Civil Engineering, Department of Mechanical Engineering, Department of Electrical Engineering and Department of Electronics Engineering. Details of various UG and PG programs running in these departments are given below.

Department of Computer Science & Engineering

- B. Tech. in Computer Science & Engineering
- B. Tech. in Information Technology
- Master of Computer Applications
- M. Tech. in Computer Science & Engineering
- Ph.D.

Department of Civil Engineering

- B. Tech. in Civil Engineering
- M. Tech. in Environment Science & Engineering
- Ph.D.

Department of Mechanical Engineering

- B. Tech. in Mechanical Engineering
- M. Tech. in Computer Aided Design (CAD)
- Ph.D.

Department of Electrical Engineering

- B. Tech in Electrical Engineering
- M. Tech. in Power Electronics & Control
- Ph.D.

Department of Electronics Engineering

- B. Tech. in Electronics Engineering
- M. Tech. in Electronics & Communication Engineering
- Ph.D.

3.2 School of Chemical Technology

School of Chemical Technology currently consists of seven departments namely Department of Chemical Engineering, Department of Biochemical Engineering, Department of Food Technology, Department of Oil Technology, Department of Paint Technology, Department of Plastic Technology and Department of Leather Technology. Details of various UG and PG programs running in these departments are given below.

Department of Chemical Engineering

- B. Tech. in Chemical Engineering
- M. Tech. in Chemical Engineering
- M. Tech. in Energy & Environment
- Ph.D.

Department of Biochemical Engineering

- B. Tech. in Chemical Technology (Biochemical Engineering)
- M. Tech. in Chemical Technology (Biochemical Engineering)
- Ph.D.

Department of Food Technology

- B. Tech. in Chemical Technology (Food Technology)
- M. Tech. in Chemical Technology (Food Technology)
- Ph.D.

Department of Oil Technology

- B. Tech. in Chemical Technology (Oil Technology)
- M. Tech. in Chemical Technology (Oil Technology)
- Ph.D.

Department of Paint Technology

- B. Tech. in Chemical Technology (Paint Technology)
- M. Tech. in Chemical Technology (Paint Technology)
- Ph.D.

Department of Plastic Technology

- B. Tech. in Chemical Technology (Plastic Technology)
- M. Tech. in Chemical Technology (Plastic Technology)
- Ph.D.

Department of Leather Technology

- B. Tech. in Chemical Technology (Leather Technology)
- Ph.D.

3.3 School of Basic and Applied Sciences

School of Basic and Applied Sciences currently consists of three departments namely Department of Mathematics, Department of Chemistry and Department of Physics. Details of various UG and PG programs running in these departments are given below.

- BS-MS in Mathematics and Data Science
- M.Sc. in Mathematics and Data Science
- M.Sc. in Physics (Specialization in Material Science and Nanotechnology)
- M.Sc. in Chemistry (Chemical Sciences)
- Ph.D. in Physics, Chemistry and Mathematics

3.4 School of Humanities and Social Sciences

School of Humanities and Social Sciences currently runs the following programs.

- Ph.D.

3.5 School of Entrepreneurship & Management

A new school created recently after merging STEP-HBTI in its parent Institution HBTU, Kanpur. The School has started with Department of Management Studies from the academic session 2023-24. Details of Undergraduate, Post Graduate and Doctoral programs running in the school are given below.

- Bachelor of Business Administration
- Master of Business Administration
- Ph.D.

3.6 School of Pharmaceutical and Biological Sciences

This School has been created very recently and runs following programs.

- B. Pharm
- B. Tech. in Bio-Technology

4. Policy for Post-Doctoral Program

This fellowship program has been initiated to provide an opportunity to the eligible candidates to undertake advanced studies and research in Science, Engineering & Technology, Humanities & Social Sciences, and Management Studies in the University. Policy for Post-Doctoral Fellowship (PDF) Program covers faculty and research scholars who have completed doctorate degree and are willing to carry on further research, in association with the faculty of the university. Major objectives of these post-doctoral researchers are usually to broaden their research expertise, build associations with established researchers and strengthen their publication record, thereby setup a research in frontier areas and build a team around university. As researchers, they have the opportunity to make significant contributions to their chosen field, the Institute, faculty researchers & graduate students.

PDF program of the University will enable highly motivated young researchers for pursuing cutting-edge research leading to innovative teaching pedagogy and knowledge production. Highly self-motivated and committed potential young researchers willing to avail PDF are encouraged to visit the university website www.hbtu.ac.in and familiarize with different departments. Also, they are encouraged to contact faculty members of the respective departments to identify a prospective Supervisor and Co-Supervisor (as per the need of research, if interdisciplinary in nature) and align their research projects to identified research thrust areas of the University. The Post-doctoral Fellows (PDFs) have to get associated with specific research groups aligned to respective departments within the university depending upon the research and facilities/mentorship required to carry out research.

4.1 Eligibility

Candidates fulfilling the following qualification and conditions for the **total six (06) seats with one (01) seat in each of the six (06) Schools of the University** are eligible for this PDF program.

- Unemployed candidates having Ph.D. degree in the relevant subject from an Institution/University approved by the UGC/AICTE, New Delhi, preferably with published research work and having aptitude for research.
- Provisional degree certificate may be accepted if the degree is not awarded.
- The upper age limit for the candidates is 35 years. However, a relaxation 5 years in age will be given to SC/ST/OBC/PWD/Women.
- The candidates having 55% marks either at UG or PG level are eligible for the program. A relaxation of 5% marks will be given to SC/ST/OBC/PWD/Women.
- The candidates working under adhoc/temporary/Guest faculty positions are also eligible for this program. However, they are required to submit No Objection Certificate from their organization/Institution issued by the Head of Department and Registrar/Director.
- Candidates offered with the post-doctoral fellowship under the concerned schemes of the UGC/AICTE, New Delhi or any other recognized agency.
- Persons sponsored by recognized industrial organizations fulfilling other criteria.
- Transgender candidates are eligible to apply under this program. The reservation shall be followed as per state government norms.
- PDF can be availed only once by a candidate in his/her career.

4.2 Selection Process

The selection criteria consist of two stages as given below:

- (a) **Short-listing Criteria:** Applicants will be short-listed on the basis of academic records, R&D experience, research publications (both quality and quantity), number of patents and the quality of research proposal prepared on the prescribed format.

The quality of research proposal will be evaluated by three domain experts as given below under the chairmanship of Dean, Research & Development. The major functions of this committee will be to screen initial applications and undertake background work for annual assessment for evaluation by RAC.

- i. Head of the concerned Department

- ii. Prospective Supervisor/Mentor Faculty of the candidate
- iii. One senior faculty member of the Department in the same area nominated by the Dean, R&D.

Short-listed applicants will be called for the presentation and interaction with the Research Evaluation Committee.

(b) Presentation and interactions with Research Assessment Committee (RAC): A committee consisting of the following members for the assessment of the research proposals of the applicants will be constituted by Hon'ble Vice Chancellor. Generally, the RAC will meet at least twice in a year.

- i) Dean, R&D
- ii) Dean of the concerned School
- iii) Dean, Academic Affairs
- iv) Head of the concerned Department
- v) Prospective Supervisor/Mentor Faculty of the candidate
- vi) Two other faculty members of the concerned Department nominated by the Vice Chancellor
- vii) A Faculty member of the concerned Department from other Institution nominated by the Vice Chancellor

The major functions of the RAC are

- i) Selection of Post-Doctoral Fellowship
- ii) Evaluating the annual progress of the PDF holders
- iii) Final authority to take all disciplinary actions including granting/discontinuing/stopping the fellowship.

4.3 Tenure of the Fellowship

- i) The duration of PDF program shall be initially for one year. However, the tenure can be extended for one further year on satisfactory research work reported by the RAC.
- ii) The fellow will be required to submit an affidavit to work in the University for at least one year, failing which he/she will returned back the entire amount of fellowship received till the date of discontinuance.
- iii) Vice Chancellor may terminate the fellowship of a person at any time on the basis of a report from the Head of the Department/Centre/School and recommendation of the RAC.

4.4 Fellowship Amount

- i) The PDF shall carry a fixed monthly fellowship of Rs. 65000 (Rupees sixty five thousands only) per month.
- ii) The fellow shall be entitled to receive a yearly lapsable contingency amount of Rs. 50,000 (Rupees fifty thousand only) on production of valid bills.
- iii) An adhoc/temporary/outsourced/Guest faculty/staff of the university willing to pursue post doctoral fellowship, may be permitted with the fellowship amount of Rs. 65000 per month

only when he continues to take his/her assignments of the Department. However, in this case, he/she will not be given the salary of the concerned post.

- iv) The fellow shall be eligible, on the recommendation of RAC, for the reimbursement of the expenses for attending the National/International conferences and other expenses for presenting research papers in the National/International seminars/conferences organized by the reputed Universities / research institutes / professional bodies at par with faculty members of the University in the entire tenure of the fellowship.
- v) During the fellowship duration, PDF fellows will be permitted only casual leave in line with the teaching staff of the University.
- vi) PDF scholar will not be entitled to receive Dearness Allowance (DA).
- vii) House Rent Allowance (HRA): PDF students may be provided hostel accommodation whenever available. PDF students residing in the hostels shall not be entitled to HRA. In case of unavailability of the hostel accommodation, HRA as per state Govt. norms will be applicable. However, percentage for calculation of HRA will be based on the amount of fellowship.

4.5 Assignment

- i) The Fellow will be attached to the concerned Department / Centre / School to carry out full time research under a Faculty Member selected as Supervisor and Co-Supervisor (as per the need of research, if interdisciplinary in nature) and teaching in the approved area.
- ii) He/she will be encouraged to write and apply for funded research projects.
- iii) He/she shall not accept or hold any appointment, paid or otherwise or receive any emoluments, salary, stipend, consultancy etc., from any other sources during the tenure of the fellowship without the consent of the Competent Authority of the University.
- iv) The fellow shall be required to present and submit a comprehensive progress report at the end of each month.
- v) The Head of the Department / Centre / School will assign to a fellow academic responsibilities like lectures/tutorial classes, laboratory demonstration work, conduct of seminar, symposia, running and maintenance of equipment, computer etc. not exceeding 4 hours per week.

4.6 Application Process

- i) The interested candidates for PDF program are required to apply any time throughout the year in the prescribed application form available in these guidelines.
- ii) The application shall comprise of
 - a) Duly filled in prescribed Application Form.
 - b) A covering letter that mentions the specific research area to be considered.
 - c) A detailed academic CV, list of publications and Names of two academic referees.
 - d) A statement of Research Interests / Statement of purpose (around 1500 words).
 - e) A detailed proposal as per prescribed format within 5000 words including an abstract of 500 words.
 - f) Soft copy of reprints of three best research publications.

- g) Recommendation of the Ph.D. supervisor in the prescribed column in the application form.
- iii) The University reserves the right to reject any or all applications without assigning any reason thereof.
- iv) The number of seats for the PDF may increase or decrease as per the requirements of the University.
- v) Selection process for PDF fellows will be undertaken throughout the year.
- vi) Points not covered in the policy should be considered as per AICTE norms.
- vii) List of the candidates found suitable by the RAC shall be displayed on the university website within seven days of the presentation.
- viii) During the engagement processes, appropriate communication at all times would be made through the university website / e-mail to keep applicants informed of their application status.

APPLICATION FORM

PHOTOGRAPH

**Affix Recent
Passport**

(Post-Doctoral Fellowship)

Harcourt Butler Technical University, Kanpur

Department/School Applied for: _____

1. Name of the Candidate (In Capital): _____

2. Sex (Male/Female): _____

3. Marital Status (Married/Unmarried): _____

4. Date of Birth: _____

5. Age (As on the date of application): Years _____ Months _____ Days _____

6. Father's/Husband's Name: _____

7. Present/Contact Address: _____

8. Permanent Address: _____

9. Mobile No: _____

10. E-mail: _____

11. Nationality: _____

12. Category Gen/SC/ST/OBC/PH: _____

13. Aadhar Number: _____

14. Educational Qualification

Qualification	Subject/Discipline	Board/Institute/Univ.	Year of passing	% of marks	Division
---------------	--------------------	-----------------------	-----------------	------------	----------

10th					
12th					
B.E./B.Tech.					
M.E./M.Tech.					
Ph.D.					
Any Other					

15. Professional Experience (Teaching/Research/Industrial), if any

Name of the organization	Designation	Period		Nature of Work
		From	To	

16. Details of Journal Publications (Attach separate sheets, if required)

Sr. No.	Details of publication including Authors, Title, Journal Name, Page No., year/month/vol. and DOI etc.	ISSN / ISBN No.	Indexing and Impact Factor	Citations	
				Scopus	Web of Science

17. Details of Conference Publications (Attach separate sheets, if required)

Sr. No.	Details of publication including Authors, Title, Conference details, Page No., year/month/vol. and DOI etc.	ISSN / ISBN No.	Indexing and Impact Factor	Citations	
				Scopus	Web of Science

18. Articles/ Chapters published in Books

Sr. No.	Title with Page Nos. in the Book	Details of the Book including Title, Authors, Editor & Publisher	ISSN/ISBN No.

19. Books Published

Sr.	Details of the Book including Title, Authors, Editor & Publisher	ISSN / ISBN

No.		No.

20. Details of IPRs

Sr. No.	Details of the IPRs including Patents, Copyrights etc.	Indian or International	Status (Filed, Published, or Granted)

21. Details of Funded Research Projects and Consultancies

Sr. No.	Title of the Project/Consultancy	Agency	Period/Duration	Grant/ Amount Mobilized (Rs Lakh)

22. Research Guidance

Program	Number Enrolled	Thesis Submitted	Degree Awarded
M.E./M. Tech./ M. Phil. or Equivalent			
Ph.D. or Equivalent			

23. References

[Please give name, address and contact numbers (office and residence) of atleast two persons under whom you have worked or have had professional interaction]

Sr. No.	Name	Address	Contact Number

DECLARATION

I hereby declare that I have carefully read the instructions and guidelines of PDF hosted in the website of Harcourt Butler Technical University, Kanpur and that the entries made in this application form are correct to the best of my knowledge and belief. I understand that association (active or passive) with any unlawful organization is forbidden. If selected, I promise to abide by the rules and discipline of the University.

I note that the decision of the University is final in regard to the selection for admission and assignment to a particular field of study. The University shall have the right to expel me from the University at any time after my admission, provided it is satisfied that I was admitted on false particulars furnished by me or my antecedents prove that my continuation in the University is not desirable. I agree that I shall abide by the decision of the University, which shall be final.

Place: _____

Date: _____

Signature of the Applicant

POST DOCTORAL FELLOWSHIP

Harcourt Butler Technical University, Kanpur

NO OBJECTION CERTIFICATE FROM THE EMPLOYER

(To be submitted alongwith application)

The application of _____ working as _____ in _____ Since _____ is herewith recommended and forwarded for Post-Doctoral Fellowship at Harcourt Butler Technical University, Kanpur University.

1. This organization does not have any objection to _____ accepting Post-Doctoral Fellowship at Harcourt Butler Technical University, Kanpur if selected and the applicant will be deputed/granted leave.
2. Till the completion of his/her PDF program, the applicant will not ordinarily be transferred to another unit or place which may impede his/her work under the fellowship.

Date: _____

Name of Authorized Signatory: _____

Designation of Authorized Signatory: _____

Signature: _____

Seal of the organization: _____

Address of the organization: _____

Indicative outline for the detailed Research Proposal

1. Title

The research proposal should have a clear, meaningful and concise title reflecting the scope of the investigation.

2. Abstract (500 words)

3. Introduction

The research proposal should begin by clearly stating the research problem to be investigated in the light of its theoretical and/or empirical context in the relevant area.

4. Review of Literature

The proposal should summarize the current status of research in the area and major findings, including the own work of the researcher in the area. Existing empirical findings may also be discussed. The overview should clearly demonstrate the relevance as well as inadequacy of existing findings or approaches and provide a rationale for the proposed study.

5. Objectives

The general aim of the study as well as its specific objectives should be clearly stated in the proposal.

6. Research Questions or Hypotheses

Given the conceptual framework and the specification of dimension, the specific questions to be answered through the proposed research should be sharply formulated. In the case of an explanatory research design, specification of variables and positing of relationship among them through specific hypotheses must form a part of the research proposal.

7. Research Methodology

The researcher must describe in detail the scope and coverage of her/his study; and approach and methodology with adequate justification. Emphasis should be given to bringing out innovativeness in approaches proposed to be followed. The detailing of the methodology may include research design, data to be collected and empirical and analytical methods to be used.

8. Relevant and Anticipated Outcomes

The proposal should include a statement on the relevance of the study and the anticipated outcomes. It should bring out the significance of the research problem, the contribution which the proposed study is expected to make to the theory, methodology as well as its practical importance to society and policy making. It should also describe the proposed outputs from the study (Books, research papers, occasional papers with themes etc.)

9. Layout

Layout should be clearly spelt out in the research proposal

10. Timeline (monthly plan of action)

11. References

Reference should be prepared in APA Style