



## RESEARCH PROMOTION POLICY

### College Campus

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# Vasireddy Venkatadri Institute of Technology, Guntur

## Research Promotion Policy

### 1.0 INTRODUCTION

Vasireddy Venkatadri Institute of Technology (VVIT) was established in the year 2007, with an intake of 240 students in four B. Tech programs under Social Educational Trust in Nambur village, Guntur, AP, by Er. Vasireddy Vidya Sagar. It is located strategically between Guntur and Vijayawada in the capital region of Amravati, AP. On achieving permanent affiliation to JNTUK, Kakinada, NAAC 'A' grade certification (CGPA 3.09), B. Tech programmes (CE, EEE, ME, ECE, CSE, IT) accredited by NBA and autonomous status in 2019, VVIT has set its sight on centrally funded research projects with 10 completed and 6 running DST projects and consultancy service from other departments. VVIT as part of its commitment to research, has published 13 patents, 16 books and nearly 690 journal papers and also has 'Research Centres affiliated to JNTUK'.

VVIT is committed to the pursuit of excellence in research and aims to achieve national and international recognition through interdepartmental and inter-institutional collaborative research programmes across the spectrum of Science, Engineering and Technology. Research and developmental activities create and disseminate new knowledge in various domains, promotes innovation which will motivate better learning and teaching among faculties and students of the Institution

Research and Development is a systematic activity to discover a solution to problems faced by society and for creating new knowledge and products. It may result to produce patents, research publications and copyright etc. Research is the foundation of knowledge that brings new energy, builds state of the art facilities, promotes research publications, develops collaborations and becomes part of active community. The Institute shall ensure that research in all disciplines grows following the ethical norms and research standards. VVIT is committed to provide required monetary and infrastructural support to the faculty members and students for the promotion of research and building a strong research ecosystem.

Keeping in view all the facts and points mentioned above, this research policy is has being created and executed to promote and create research environment in the college. This policy is an elaborative document that covers policies on Research Promotions, Seed Money, PhD Regulations, Research Fellowship, Collaboration, Patent & IPR, Innovations and Incubation, Chairs, Special Fellowship, Research at UG & PG and Research Misconduct.

### 2.0 OBJECTIVES

- a) To design an excellent research environment and infrastructure
- b) To integrate teaching and research,
- c) To foster inter, multi and transdisciplinary research.

- d) To publish papers in journals of international repute, file patents and transfer technologies to relevant industries
- e) To foster socially relevant research aligned to human values and scholarship
- f) To network with larger community; viz. industries, universities, and other institutions of higher learning
- g) To continuously monitor the research outputs for ensuring quality by appropriate committees
- h) To develop mutually beneficial research and development projects with industrial collaborations.
- i) To incentivize the generation of intellectual capital,
- j) To recognize both faculty and students on their research achievements by a research award.
- k) To encourage the faculty members for creating, protecting and leveraging Intellectual Property Rights.
- l) To nurture an environment of undertaking socially useful research with potential for commercialization.
- m) To establish Research centres within Institute with potential for excellence.
- n) To forge interdisciplinary collaborations and partnerships nationally and globally.
- o) To invigorate the faculty members for publication of quality research work with ethics and integrity.

### **3.0 RESEARCH BOARD**

#### **3.1 Research Board Constitution**

*There shall be a Research Board consisting of:*

- (a) Principal as Chairman
- (b) Deans of the Faculties
- (f) Senior Most Professors to be nominated by Chairman.
- (g) Two distinguished members nominated by the Chairman outside the institution
- (g) Dean (R&D) shall be the Member Secretary of the Board.

#### **3.2 Tenure of Members of Research Board**

*The members other than the ex-officio members shall have a term of three years and shall be eligible for re-nomination.*

- (a) One third of the members shall constitute the quorum.
- (b) In the absence of the chairman, the Dean (R&D) will preside.
- (c) The recommendations of the Research Board shall be placed before the Academic Council.
- (d) The Research Board shall meet at least once in an academic session.

#### **3.3 Responsibilities of Research Board**

*Research Board shall be responsible for:*

- (a) Promotion and maintenance of the standards of research.

- (b) To monitor and guide all research programmes including Doctoral Research.
- (c) To identify research and development thrust area within the frame work of the objectives of the Institute.
- (d) Formulation of regulations and procedures for research development and consultancy work.
- (e) Plan, initiate, review and oversee the research activities.
- (f) Evolve and implement multi-disciplinary programmes for optimum utilization of the infrastructure and resources of the Institute.

### **RESPONSIBILITIES OF THE R&D CELL**

- i. Dissemination of information about project calls from Govt. of India funding agencies from time to time to all the departments and to motivate faculties to carry out high quality research along with preparation of project proposals.
- ii. The review of development of research capacities in the institution and monitoring the achievements of Research & Development
- iii. Monitoring the performance of individuals, groups, and Faculties to encourage excellence and productivity through maintaining a database of research and development activities.
- iv. The protection and commercialization of the Institute's intellectual property along with assistance in filing patents.
- v. Implementation of incentive schemes for promoting research activities among teachers.
- vi. The development of infrastructure is conducive for promoting the quality and quantity of research and development.
- vii. Disbursement of Institute Research Funds to established researchers, both individually and in groups.
- viii. Monitor the application of Research Funds received from Govt. of India & In-house to ensure that the funds are properly and formally accounted for.
- ix. To foster the development of multidisciplinary research endeavors across Faculties and departments.
- x. Exploring the possibilities towards consultancy activities related to R&D.
- xi. Arranging expert talks on emerging technologies by inviting eminent scientists from reputed organizations and institutions.

### **4.0 THRUST AREAS**

Although researchers have the liberty to select their own topics or areas of research, it is highly desirable to make research environmentally sustainable and socially relevant. The Institute expects from its various faculties and Departments to identify the recent and future trends for research which are helpful in providing solutions to society and industries and results in the generation of intellectual property rights, patents, copyright, etc.

### **5.0 INCENTIVES AND AWARDS**

The Institute will make efforts to stimulate the development of quality research in different thrust areas by recognizing the outstanding research contributions done by faculty members,

research scholars, students. The Institute has a well-defined incentive and awards policy to provide appropriate incentives to faculty members, research scholars and students.

### **5.1 Incentives for Research projects, publications and research related activities are as follows:**

- a) The faculty members (Principal Investigator and Co-Investigator) submitting a research project for extramural funding by government / other agencies duly approved by the Research Board, will be awarded a suitably as may be approved by the Research Board
- b) Faculty members publishing Books / Chapters in the reputed publishing house in edited volumes will be awarded a suitably as may be approved by the Research Board.
- c) Publication of research papers / articles in SCOPUS/ UGC indexed journals, shall be suitably compensated as may be approved by the Research Board.
- d) The incentive applies to faculty members who publish while remaining on rolls of the Institute.
- e) In case the publication is in joint names/ authorship the incentive shall be appropriately distributed to authors of the paper.

### **5.2 Financial Support for Participation in Seminar, Conference, Workshop, FDP, Journal Publications**

In order to encourage participation in co-curricular activities, the Institute offers various facilities to faculty members for participating in Seminar/ Conference/ Workshop/FDP etc.

#### **For attending seminars/ conferences/ workshops/ FDPs etc. :**

- 5.3.1 It is mandatory for all faculty members to attend at least one such events per year.
- 5.3.2 The participation fee up to Rs. 1000 for the event shall be borne by the Institute.
- 5.3.3 The participant must submit the detailed proposal to principal through respective Dean/HOD before proceed for the event
- 5.3.4 The faculty members must submit a detailed report of the deliberations, discussions and learning outcome of the event.
- 5.3.5 For those faculty members who want to attend these events over and above the mandatory requirement, the participation fee and other expenses may be borne by the host institute or by the concerned faculty member.
- 5.3.6 The faculty members must take prior approval of the Dean/HOD in all cases and should ensure that their classes are not disturbed.
- 5.3.7 Actual travelling expenses, boarding and lodging for participation in Seminar/Conference/Workshop/FDP etc.will be reimbursed subject to a maximum of Rs.3000

### **5.3 For Research Paper / Article published in any SCI/SCOPUS Indexed journal:**

- 5.4.1 In case a faculty member's Research Paper/ Article (one or more) is accepted for publication in a SCI/SCOPUS Indexed journal, an award of Rs.1000 shall be paid by the Institute, subject to the upper limit of Rs.3000 per annum.

5.4.2 A copy of the published paper must be submitted for reference and record

#### **5.4 Rules for participation in International Seminars held abroad:**

Participation in International Seminars/events held abroad shall be permitted as per the merit of the case. The participant has to manage finances from his/her own resources.

**NOTE: 1. All these entitlements are at the sole discretion of the management.**

#### **6.0 SEED MONEY**

The Seed Money Policy of The Institute is designed to stimulate competitive research in strategic areas of national or international importance to promote innovative product and technology development and/or to facilitate the start of research projects which will potentially develop into creative ventures on their own through external funding.

##### **6.1 Objective**

The objectives of the Seed Money are:

- a) To support a faculty to start a research project that has the potential to sustain by attracting funds from external agencies.
- b) To support the development of innovative /novel ideas.
- c) To encourage inter-faculty collaboration in emerging areas.
- d) To promote generation of IPR/patent.
- e) To foster attract and retain talent.

##### **6.2 Grants**

The Grants shall be approved by the Expert Committee depending upon the nature and duration of the Research Project.

##### **6.3 Eligibility**

- a) Any faculty member of VVIT holding a PhD degree with a proven track record of quality research and employed in the Institute for at least one year or if any faculty member does not have a PhD degree must have minimum 10 years Teaching/Research experience in a Institute/Research Institution.
- b) Any group comprising faculty members, PhD scholars, undergraduates, and post-doctoral fellows belonging to The Institute with the principal investigator (PI) being a faculty with PhD or having the qualification mentioned in the clause (a). Only faculty member can be Principal Investigator (PI). Participation by students of any category is encouraged but they may be only named as personnel in the project.
- c) At any time, a PI can submit only one application. However, he/she can be a co-investigator in more than one proposal.
- d) The PI at the time of submission of application shall not have a running project funded by the seed-funding scheme in which he or she is the PI.

## **6.4 Application Process**

- a) The call for proposals may limit research funding to a few thrust areas.
- b) Pre-proposals should be submitted for short-listing.
- c) The short-listed applicants will be asked to submit a full proposal of maximum 10 pages including figures and references.
- d) The full proposals will be reviewed by the expert committee nominated by Principal. The PI will be invited to make a presentation before the expert committee.
- e) The final decision on the grant award will be announced by the principal.

## **6.5 Criteria for approval of proposal**

- a) Novelty of Idea/Innovative/Inter/Multi-disciplinary research.
- b) Team of faculty members whose expertise is complimentary.
- c) Potential of sustainable research and development attracting external funds.
- d) Proposed Budget matches the claimed outcomes.
- e) Potential to generate intellectual property (Including product and process development).

## **7.0 Ph.D PROGRAM**

The Institute is running PhD Programme in various research centers of disciplines and has Ph.D (Doctor of Philosophy) Regulations, as per JNTU Kakinada.

## **8.0 COLLABORATIONS**

### **8.1 Academic Collaborations**

- a) The Institute encourages its faculty members to conduct collaborative research with their peers from reputed National and International Universities and Institutions. The Institute may also sign Memorandum of Understanding (MoU) with prominent Universities and Research Institutions, for conducting joint research in the areas of common interest.
- b) The Institute will make continuous efforts for International and National collaborations with prominent Universities in India and abroad for students. These collaborations aim to extend to the students an opportunity to study with the accredited partner universities and gain an in-depth exposure to a different study environment.
- c) The Memorandum of Understanding usually encompasses the following aspects:
  - i) Exchange of students for academic excellence.
  - ii) Exchange of faculty for research and publications.
  - iii) Development of joint training programs.
  - iv) Full-time regular as well as optional courses to the under-graduate and post-graduate programs.



## **8.2 Industrial Collaborations**

The Institute shall keenly work for industrial collaborations for developing their faculties/students to their full potential. The activities undertaken by Institute and industry together may include contracts, collaborative research projects, patent licensing, co-development and co-authorship. The collaboration may include:

- a) Building long-term strategic relationships with on-going interaction—collaboration is aligned with the strategic interests of industries/firms, while giving research funding, improved curriculum relevancy and experience for students.
- b) Creating a two-way exchange—going beyond funding to share infrastructure and equipment
- c) Initiating new avenues for innovation—using individual industry managers to develop new areas for innovation for their companies.
- d) Developing strong communication links between Institute and industry—regular site visits, maintaining Institute-industry contact during and after projects increases the likelihood of future collaboration
- e) Constituting clear guidelines around intellectual property ownership.

## **9.0 OUTREACH PROJECTS**

Faculty members can organize Conferences, Seminars, Workshops, Short Term courses, activities on socially relevant issues/topics with funds from outside agencies in the Institute neighborhood, after seeking due approval of the Principal of the Institute. The Dean will facilitate the use of such funds received from external agencies. Faculty members have to give the details of such activities along with budget to the principal, clearly indicating the purpose of the event being organized. A report of the whole event has to be submitted to principal after the completion of the event.

## **10.0 PATENTS AND IPR POLICY**

### **10.1 Introduction**

The Institute understands that universities of current time have a major role to play in promoting innovation, creativity, and entrepreneurship in the country.

Centre for Intellectual Property Rights was established to create awareness and offer assistance to academicians, researchers, entrepreneurs and innovators to identify, protect and manage IPR effectively. It is actively involved in educating the importance of IPR for various communities.

The IPR Policy intends to promote an eco-system which is conducive to the development of diverse varieties of research and innovation in the Institute.

A balanced approach in the area of IP protection, as followed in this IPR Policy, can also play a major role in promoting start-ups by enabling equitable access to knowledge and technology resources. In this regard, the specific objectives of this IPR Policy are:

- a) To promote more research and innovation through a balanced Patent and IP management approach.

- b) To provide more freedom and autonomy to researchers for Patent and IP creation and management, in order to create a better eco-system for innovation and entrepreneurship.
- c) To promote more collaborations between the academia and industry through better clarity on Patent & IP ownership and IP licensing.
- d) To promote and encourage high quality research, including adoption of openscience practices.
- e) To ensure better and equitable access to results from publicly-funded research through broader dissemination of knowledge.
- f) To ensure more optimal utilization of results obtained from publicly-funded research through better diffusion of knowledge.
- g) To promote intra-academia and inter-Institute research collaborations.
- h) To lay down a transparent administration system for the ownership and control of intellectual properties and sharing of the revenues generated and owned by Jagan Nath Institute.

## 10.2 Services of Centre for Intellectual Property Rights

### i) **Filing of Patents:**

CIPR has expertise and experienced professionals to do patent searches (both from free and paid databases), patent specification drafting, patent filings and related works.

### j) **Design Patents:**

CIPR carries out design patent search and filing of design patents applications for shape, configuration, pattern, composition of lines, colours applied to any products.

### k) **Trademarks:**

CIPR carries out trademark search and filing trademark applications for logo, symbol, design, image, sound, colour, slogan, smell, word, phrase or combination of these elements.

### l) **Copyrights:**

CIPR assists in copyright filing related to the original work of literary (books, lab manuals, etc), artistic (painting, sculptures, photographs, etc), dramatic, musical work, cinematographic films, sound recording, software programme, etc.

### m) **Awareness Programme:**

The CIPR regularly conducts awareness programs to educate the importance of IPR for faculty, students, research scholars, R&D institutions, SMEs, large establishments, etc.

The Institute would strengthen innovation in research leading to filing of patents for which all technical and financial support would be extended. If any innovation is accomplished, the Institute shall encourage the researchers to patent it. The Institute bears all expenditure for filing application for the patent. If the patent is commercialized the earning is to be shared between researcher and the Institute on a 70:30 basis. The Institute shall create awareness about intellectual property rights among faculty, researchers and scholars from time to time.

## 11.0 RESEARCH AT UG AND PG LEVELS

There is an urgent need for revamping the policies, infrastructure, environment and funding options to foster and improve the quality of research at UG and PG level. It is important to motivate and encourage students to take research seriously at this level. The quality of research work directly translates to the quality of teaching and learning in the classroom, thereby benefiting the students, the society and the country. 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.

Inclusion of research component in the curriculum is a way of promoting creativity among the undergraduates and postgraduates. Accordingly, group Research Project and individual Research Project are included in the final year curricula of the Bachelors and Masters programmes respectively. Upon submission of the dissertation, *viva voce* is conducted on the dissertation. Also, students of all semesters at UG/PG will be encouraged to write Research Articles and take minor/major Research Projects to provide solutions to the problems of day to day life of society and industry by giving them suitable financial as well as infrastructural support.

## 12.0 RESEARCH MISCONDUCT

Research misconduct is defined as any fabrication, falsification or plagiarism in proposing, performing or reviewing research or in the reporting results of research. Research misconduct does not include an honest error or difference of opinion, authorship dispute that do not involve plagiarism, and violations of other Institute policies (e.g., sexual harassment policy). The Institute believes that the occurrence of misconduct is a threat to the basic principles of research. The Institute shall put in place a mechanism for taking action on all allegations of misconduct, and shall ensure that the procedures for the inquiry, investigation and adjudication of any misconduct are well defined and just for all parties involved.

## 13.0 REVIEW AND FEEDBACK

Dean, R & D, will propose modifications and improvements to this policy document based on experiences, and feedback from stakeholders and others. The College Academic Council will review the proposed modifications and incorporate the same into the policy. Any questions and feedback may be directed to dean R & D.

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