



## **R&D (RESEARCH & DEVELOPMENT) POLICY**

**(ACADEMIC YEAR 2023-24)**

### **1. PREAMBLE:**

Sri Venkateswara College of Engineering, Tirupati (SVCE, Tirupati) endeavors to establish itself as a Center of Excellence focusing on quality technical education and research. The institution's vision is to foster research, innovation and technological advancement through its Research and Development (R&D) Cell. This policy document comes into effect from 01<sup>st</sup> July 2023 to 30<sup>th</sup> June 2024 and serves as a comprehensive framework within which research activities may be incentivized to foster the research activities and increase the productivity in terms of projects and publications. The review on research activities and targets are conducted in the first weeks of January 2024 and July 2024.

### **2. OBJECTIVES:**

The objectives of the policy include, but not limited to

1. To catalyze the vibrant research culture and advancing both fundamental and interdisciplinary research.
2. To publish research findings in peer reviewed journals and securing Intellectual Property Rights through patent filings.
3. To create conducive environment for internal funded and sponsored research projects.
4. To offer consultancy and technology transfer services to allied industries.
5. To cultivate a culture that nurtures Innovation, Design, Development and Entrepreneurship.
6. To establish 'center of excellence' in emerging areas of significance.
7. To corporate and collaborate with academia, industry and research organizations.
8. To promote international conferences / seminars / workshops in collaboration with professional bodies to facilitate research exchange opportunities.
9. To ensure the high quality and maintenance of ethics in research.
10. To ensure fair and justified incentives for valuable research contributions.

### **3. RESEARCH & DEVELOPMENT CELL:**

Research & Development Cell (R&D Cell) consists of institute faculty members and reviewed at the beginning of every academic year or as and when required. The R & D cell is headed by the Head, R & D who is the apex body of the cell. The principal designates the members of the cell selecting potential researchers from each department / division. The R&D Cell shall be



responsible for implementing the Policy on ‘Research and Development’ by working closely with the Principal and Heads of the Departments.

The circular detailing the composition of the cell will be prepared separately and communicated among the faculty members. Regular meetings of the R&D Cell are scheduled monthly, with the quorum set as the nearest whole number exceeding 75% of the cell's membership. The R&D coordinators may decide for any additional meetings as per need basis.

### ***3.1. The specific functions of the R&D Cell:***

- Promoting and nurturing the culture of research within the institute.
- Formulating and upholding a departmental research publication strategy align with the department targets.
- Raising required research fund for providing seed money.
- Promoting the national and international links and collaborations with our organization.
- Guiding and supporting the faculty members in the patent filing process.
- Facilitating inter-departmental/interdisciplinary research projects.
- Facilitating industrial collaboration and visits.
- Organizing lectures by distinguished individuals on cutting-edge topics.
- Providing opportunities to carry out outreach programs and be a part of a nation building.
- Preparing and circulating the minuets of R & D meetings to all the faculty members with copies to relevant authorities.
- Collaborating with department heads and research coordinators to review the progress of various research activities.
- Motivating and assisting students for state/ national/ international research projects and competitions.
- Submitting annual reports on the progress and research activities within the institute to the Academic Council and IQAC.
- Disseminating information on funding agencies and recent calls for proposals from various funding agencies to institute community.

### **4. DEPARTMENT RESEARCH COMMITTEE:**

Each department within the college establishes a Department Research Committee (DRC) with the following composition. The DRC works in close collaboration with the R & D cell to ensure the smooth implementation of research activities and to promote a dynamic research culture



within the institution.

Sl.No.	Composition	Designation
1	Head of the Department	DRC - Chairman
2	Faculty member - Professor	Member
3	Faculty member – Associate Professor	Coordinator
4	Academic Expert - External	Member
5	Industry Expert - External	Member

- The DRC assumes a crucial role in formulating research objectives for both departments and individuals.
- Besides the DRC takes proactive measures to encourage and acknowledge research initiatives at the student level. It also facilitates reimbursement activities using available departmental funds.

## 5. GUIDELINES FOR INCENTIVES:

1. For the incentive related to research paper publications, all claims must be accompanied by two hard copies of the published paper, along with indexing proof and reviewer comments.
2. Only those papers, where the author's affiliation belongs to the college i.e., **"Sri Venkateswara College of Engineering, Tirupati"** will be eligible for incentive.
3. Only first author is eligible for full publication incentive.
4. If the first author is from SVCE, then the author will be entitled for full cash incentive.
5. If the second author is from SVCE, he/she is eligible for cash incentive as per policy.
6. If the multiple authors are from SVCE alone, the First author incentive will be equally shared among authors.
7. Incentives for any publications in books/book chapters etc. are reviewed by the R&D Cell committee.
8. Individuals who have secured sponsored or consultancy projects worth more than 10 lakh may submit a request letter for partial relief in departmental workload to the principal through HOD and R&D Cell. The Head, R&D will examine such request case by case and sends his/her recommendations to the principal for necessary approval.



## 6. INCENTIVES:

The following are various incentives given to individual faculty members and departments based on their research contributions.

### 6.1. PUBLICATIONS

#### 6.1a. Journal Publications:

RESEARCH PUBLICATIONS (Up to 2 authors only considered)	First Author	Second Author
WOS (SCI, SCIE, SSCI ), ESCI, Q1 & Q2 etc.	Rs. 15,000/-	Rs. 10,000/-
SCOPUS and Q3	Rs. 10,000/-	Rs. 5,000/-

- Author should mention the name of the college clearly as “**Sri Venkateswara College of Engineering, Tirupati**” instead of SVCE, etc.
- Faculty members are eligible to claim up to three publications, which may include those indexed in Web of Science (WOS), SCI, SCIE, SSCI, ESCI, Q1, Q2, Q3, and Scopus.

#### 6.1b. Conference Paper Publications:

- Faculty can claim registration fee, TA and DA only for presenting paper in IEEE / Springer / Elsevier / IOP Conference Series / ASME / ASCE conferences in India.
- Faculty can claim a maximum of Rs. 50,000/- (including registration fee, TA, and DA) for international conferences outside India one per academic year.
- Faculty can claim a maximum of Rs. 10,000/- (including registration fee, TA, and DA) for national conferences within India, two per academic year.
- For publication with multiple authors the registration charges per paper will be reimbursed equally.

#### 6.1c. Citations and h-index:

- For every 100 citations increase on Google Scholar, faculty members are eligible for an incentive of Rs 1000/-. Self-citations are exempted from the citation count. Additionally, if a faculty member increases his/her h-index by +2, he/she will receive a corresponding incentive.



For every 100 cross citations	Rs 1000/-	Self-citations are exempted
Increase in h-index by 3 no'	Rs 1000/-	Evidence should be submitted

## 6.2. RESEARCH PROJECTS:

- 10% of the project funding of a sanctioned research project is given as an incentive to the faculty.
- 7% of the project funding is given as an incentive to the Principal Investigator (PI) and the remaining 3% is distributed among the Co-Principal Investigators (Co-PIs).

## 6.3. PATENTS:

PATENTS	Incentive	Multiple Authors
National Patent Publishing Charges	Up to Rs. 10,000/-	Divided equally
International Patent Granted	Rs. 20,000/-	Divided equally
National Design Patent Granted	Rs. 15,000/-	Divided equally
National Utility Patent Granted	Rs. 50,000/-	Divided equally

## 6.4. BOOKS / BOOK CHAPTERS (INDEXED ONLY):

Book	Rs. 15,000/-	Multiple Authors share incentive equally
Book Chapter	Rs. 3,000/-	

## 6.5. ORGANIZING CONFERENCES / SEMINARS / FDPS:

- Conveners or coordinators of programs are eligible to claim Rs. 5,000/- for actively organizing workshops, seminars, conferences, or trainings funded by Government or private agencies.

## 6.6. AWARDS:

- Faculty who receive any international or national awards recognized by IETE, ISTE, AICTE, JNTUA, State Govt. or Central Govt. will be honored with an amount of Rs. 5,000/-.



### **6.7. CONSULTANCY PROJECTS:**

- In case of sanctioned consultancy projects and sponsored executive training programs from external organizations, 60% of the total amount is allocated to the faculty members involved, and the remaining 40% is disbursed to the institution for providing the necessary facilities.

### **6.8. CENTRE OF EXCELLENCY:**

- Centre of Excellence in skilling ecosystem is envisioned to be one stop resource center at SVCE, established in partnership with government or industry to raise student training standards, address emerging skill gaps, and align them for industry needs.
- A Centre of Excellence in our institution is for executing the programs / projects by strengthening the existing infrastructure and boosts cutting edge research.
- The department head and a faculty member as SPOC drives the establishment of the CoE funded by Government or Industry.
- Funds allocated for CoE establishment should be a minimum of 5Lak for getting incentives.
- Faculty involved in establishing the CoE receives a one-time recognition incentive of Rs 10,000 as acknowledgment for their contribution.

## **7. SVCE RESEARCH AWARDS:**

SVCE's annual research awards aim to acknowledge the faculty members for their outstanding contributions in research and to inspire the individual excellence in the field of research. These awards are presented under multiple categories.

### **7.1 Guidelines for Awards:**

- The Publications must be in WOS/SCI/SCI expanded / Q1/ Q2. along with DOI.
- Granted projects and patents are considered.
- Only first author / second author and or principal investigators are eligible to apply for the award(s).
- Awards are subject to approval of R & D cell.
- A citation and a memento are given to the awardees on Teachers' Day / Research Day.
- No individual can be benefited from more than one award in an academic year / assessment period.



## 7.2 Award Categories:

(1) **Best Researcher Award:** The award for the outstanding faculty based on highest research contribution as evidence of publications in highest impact factor journals and projects granted as Principal Investigator.




(2) **Early Research Award:** The award is dedicated to young faculty in early stage of research specially those under 35 years age and without Ph.D. degree.

(3) **Innovator in Research Award:** The award is bestowed upon faculty members who demonstrate excellence in innovation, idea generation, development of novel technology and or mythologies.

(4) **Best Collaborative Research Award:** Designed with an intent to foster collaborative research, lasting professional relationship with peers, cross disciplinary binderies and network with other institutions and industries. The recognition is based on achieving a significant number of joint publications and collaborative project through impactful partnership.

## 7.3 Awardee identification mechanism:

The nomination procedure for the mentioned award(s) initiates in July or August. A notification will be disseminated, and submissions will be welcomed. The R & D committee assesses the nominations, considering diverse performance metrics such as author position, impact factor, funds generated, and individual contributions. Subsequently, the cell announces the award recipients. The R & D cell retains the authority to designate the awardees.

<b>Proposed By:</b>	<b>Recommended By:</b>	<b>Approved By:</b>
<b>Sign</b> 	<b>Sign</b> 	<b>Sign</b> 
<b>Vice Principal SVCE</b>	<b>Principal SVCE</b>	<b>Vice Chairman</b>

*The policy document has a provision to review by next academic year or at any point of time with discretion of management. Whenever required, for all matters unclear from the document, as a general principle, VP- R&D / Principal may be approached for clarifications required. If conflict arises, a three-member committee headed by Principal will take decisions keeping the interest of the institute and faculty.*