

KALLAM HARANADHAREDDY INSTITUTE OF TECHNOLOGY

**Approved by AICTE, New Delhi and Permanently Affiliated to JNTUK, Kakinada
NH16, Chowdavaram, Guntur Dt. Andhra Pradesh - 522019**



Research Policy - 2014

Research Policy is Approved vide Resolution No. 16 of Governing Body Meeting Dated 2nd March, 2014

NAME:

Research Policy shall be called Kallam Haranadhareddy Institute of Technology, Chowdavaram **Research Policy** (Governing the conditions of Research and Development and Consultancy Services).

APPLICATION:

These rules shall apply to all teaching and non-teaching employees of Kallam Haranadhareddy Institute of Technology, Chowdavaram unless otherwise mentioned in the appointment order.

EFFECTIVE DATE:

These rules have come into effect from 3rd March, 2014 and shall supersede all the earlier rules.

1.0 OBJECTIVE

The main objective of the proposed research policy is to motivate the faculty members of the college to undertake quality research, consultancy and other research related activities.

2.0 SCOPE OF THE POLICY

This policy covers faculty members of all departments of the college.

The scope of the policy envisages, in particular:

- To motivate the faculty members to focus on research activities, in addition to the teaching, so as to publish research articles in reputed refereed national and international journals with impact factor.
- To pursue efforts to write books, monographs for publication by national and international publishers of repute.
- To create interest among the faculty so that they take efforts to establish collaborative research projects with their counterparts in reputed foreign Universities.
- To encourage the faculty members to submit proposals and secure funded research projects from various funding agencies in India and Abroad.
- To undertake consultancy projects sponsored by Government & Private Industries and other organizations.
- To encourage creativity in the minds of faculty, so that they make original contributions by way of products, concepts etc. and obtain patents.

3.0 DETAILS OF THE POLICY

3.1 Research Publications

3.1.1 If a research paper is published based on his/her work in hard copy or in electronic form in a reputed /refereed international journal as recommended by the research board of the college, incentive will be paid to the faculty member as indicated below:

- Int.Journals with Impact factor/SNIP above 2.00 - Rs 5,000
- Int.Journals with Impact factor/SNIP > 1.00 & < 2.00 - Rs 5,000

- Int.Journals with Impact factor/SNIP > 0.5 & < 1.00 - Rs 2,500
- Int.Journals with Impact factor/SNIP > 0 & < 0.5 - Rs 1,500
- Int.Journals with Impact factor/SNIP – Nil - Rs 1,000

The publications will be considered only if they are indexed in Web of Science, Scopus, Humanities International Complete, EBSCO Host or Dare Database-International Social Sciences Directory. If the paper is contributed by more than one author, the credit points will be

shared by all the authors equally. Faculty members are encouraged to publish papers only in reputed journals and **avoid publications in paid journals**. Faculty members should also submit a "Self Declaration" stating that publication fee was not paid to the Journal.

3.1.2 If a research paper is published based on his/her work in hard copy or in electronic form in a reputed /refereed national journal as recommended by the research board of the college, incentive will be paid to the faculty member as indicated below:

- Reputed/referred national journal - Rs 500

3.2 Publication of Books

Faculty members who have taken efforts to write and publish books or monographs are encouraged and incentive will be given to the faculty member as indicated below.

Details	Published By	Amount
➤ Full book	Renowned international publisher	Rs 10,000
➤ Full book	Renowned National publisher	Rs 5000
➤ Contribution	Renowned International / National Publisher	Rs 2000/chapter
➤ Monographs	National level/Int.level	Rs 2000

3.3 Collaborative Research Project with Foreign University/ Agency

- Any Collaborative research project undertaken by the faculty with a foreign University with tangible outcome, the faculty member is eligible to get an incentive of 20% of the project grant. The tangible outcome shall be endorsed by the Research Board.
- If the project involves more than one faculty from the college, the total amount will be shared among the participating faculty members.
- The year in which the collaborative project commenced is the criteria for including this into the scheme. A project cannot be included more than once in the scheme.
- Any publication arising out of this collaborative research will also be eligible for incentives as per the norms of the publication.

3.4 Generation of Research Grants

Faculty members are expected to submit proposals for research grants from funding agencies. It is quite likely, that these projects may involve modernization of laboratories, acquiring of equipment required specific to the research study or conducting of surveys etc. The incentive will be linked to the total amount of research grant sanctioned by the sponsoring agency. The incentive will be 20% of the research grant received from the funding agency. Since the amount being released in phases, the incentive(s) paid is also proportional to the amount received by the university.

3.5 Undertaking Consultancy Projects

- If there is a substantial contribution by the faculty member and the staff in the consultancy project and no resources of the University (like laboratory, computer, software etc. utilized), the members involved in the consultancy project will take 60% of the total value of the consultancy amount received and 40% will go to the college.
- If the resource of the college such as laboratory facilities, computing facilities, drafting and other facilities are utilized in the consultancy project, the share of the college will be 60% of the total consultancy amount received and 40% will go to the faculty and other staff involved in the consultancy work.

3.6 Presenting research papers at National & International Conferences

- For the faculty attending and presenting a research a paper in national→ conferences as a first author, the institute will pay the registration charges (maximum ceiling of Rs. 1000/- per paper) and TA&DA as per the eligibility criterion for presenting the paper as recommended by the research board of the college provided the conference is hosted by a reputed institution.
- Maximum of 10% of the faculty members from each department per academic year will be considered as recommended by the research board of the college.
- For the faculty attending and presenting a research a paper in international conferences held in India as a first author, the institute will pay the registration charges (maximum ceiling of Rs. 3000/- per paper) and TA&DA as per the eligibility criterion for presenting the paper as recommended by the research board of the college provided the conference is hosted by a reputed institution.
- For the faculty attending and presenting a research a paper in international→ conference held in abroad, the Institute shall pay full registration fee, as recommended by the research board of the college, provided the conference is hosted by a reputed institution. The ceiling of faculty members will not apply when the travel expenses have been provided for in the research project. Preferably, such expenses should have been factored into the project/research grant.

3.7. Faculty/Staff Development Programme (FDP):

- Members of the faculty are encouraged to participate in Workshops/SDP/FDP as may be decided by the Institute from time to time.
- Faculty members attending a program of more than three days duration shall plan their participation in the semester break/summer vacation so that the academic schedule of the students remains undisturbed. Members of the faculty pursuing their PhD part time are also encouraged to attend summer training programs organized by NITs and IITs.
- Faculty sent for such programs shall be eligible for TA and DA for the duration of the training program.
- Eligibility for such programs shall be restricted to two faculty members per semester from a department. In general, programmes sponsored by AICTE/ISTE/DST and other institutions where the host institution takes care of significant portion of the training cost,

and the faculty will be given Academic Leave for the period.

4.0 PERIOD OF RECKONING

At the end of the every semester i.e, November and April every year

5.0 PAYMENT OF INCENTIVE

At the end of every semester of the academic year, based upon the evidence produced and recommendations of the research board, the incentive will be paid to the faculty members.

6.0 OTHER CONDITIONS / GUIDELINES

- When a research publication has multiple authors, the cash incentive shall be divided equally among the first two authors. Only KHIT authors shall qualify for the incentive.
- It is the responsibility of the faculty member to produce evidence of having published paper in the refereed journal and the impact factor of the journal. He has to produce a printed copy of the SCOPUS or other evidence and the research board of the college should attest that.
- The incentive shall apply to any number of papers, subject to the condition of Intellectual Property Rights. Plagiarised works, claims on duplicated papers with different titles of the same content in different journals, seminars or dailies and such other irregularities shall attract severe disciplinary action, including recovery of incentives paid earlier and loss of faculty position at the Institute.
- An application form is already prescribed for this purpose is available with Dean (R&D). The faculty member is expected to submit duly filled in application as per the prescribed format attaching copies of evidence duly countersigned by the HOD.
- When a paper being presented in National/ international conferences has multiple authors, the right of travel for presentation of the paper will be restricted to the first author; and if the first author so permits to the second author in lieu of the first.
- After checking the claim and approval by the Director, incentive amount will be disbursed to the faculty members. Appeals, if any, relating to the application of the incentive system, will be addressed by the Research board of the college, with oversight by the Director of the college.
- As this being a tentative policy, the criteria and modalities will be amended then and there, by the college.