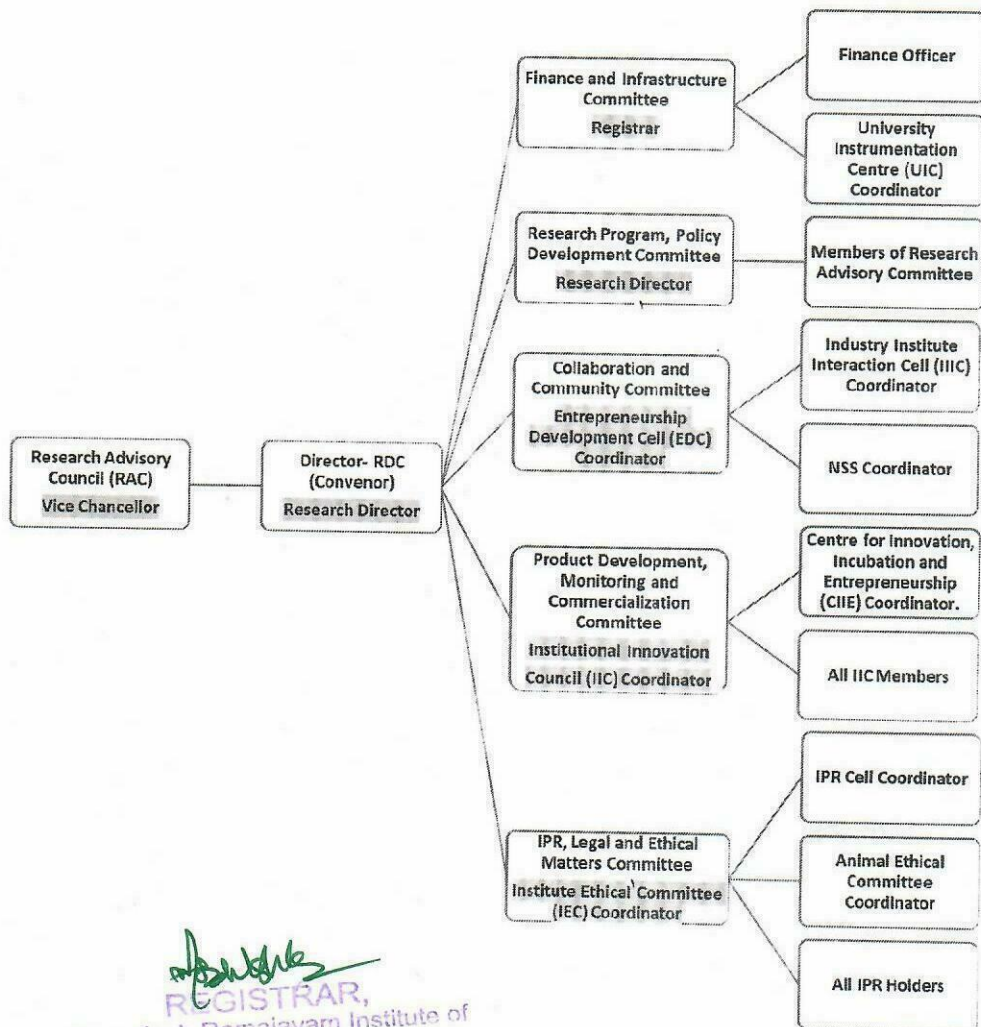




## Research Promotion Policy

### Constitution of Research and Development Cell (RDC)

To streamline the research activities and the doctoral programmes, an autonomous research wing of the institute, namely, RDC (formally known as CRD- Centre for Research and Development and established in the year 2009) has been constituted. The various supporting committees formulated for execution of high-end research pursuit, whose framework is presented below





## Objectives of Research at PRIST Deemed University (DU)

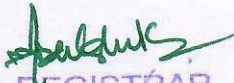
1. To create and maintain the organizational structure with role-based functions of RDC, in light of UGC guidelines towards NEP and to identify thrust areas of research and form related cluster groups/ frontline teams/consortia of researchers.
2. To create awareness and enforce the Research ethics and Policies and disseminate research outcomes to stakeholders and the public at large.
3. To establish and identify potential collaborators from industry, research organizations, academic institutions & other stakeholders for cooperation and synergistic partnerships in carrying out interdisciplinary research and development.
4. To have better coordination among departments within the University for Industry Institution Linkage, Incubation, Innovation and Entrepreneurship Development and Intellectual Property Rights (IPR).
5. To develop and maintain Institution Research Information System for sharing the status of ongoing/ completed research projects/ Programmes, expertise & resources, publications, etc., for preparing the database of in-house experts to provide industrial consultancy and services.
6. To engage and utilize the services of active faculty and students in research capacity building of talented young minds and promote mobility of researchers from different Schools of the University.
7. To serve as a center for ideation and conceptualization of research topics/themes by organizing workshops and training programs and ensuring integrity and ethical practices in research activities.


## **Domains of Research Promotion Policy**

PRISTDU has a University Research Board that facilitates and monitors research activities.

The total R&D is organized into four broad categories:

- I. Academic Research
- II. Sponsored Research
- III. Centers for Excellence
- IV. Incentives for Research Activities

  
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Director (RDC)



Each research area is monitored by the Dean concerned who reports the progress and prospectus to Director (RDC-Research and Development Cell). The University Research Board is headed by the Vice - Chancellor. The University Research Board takes all strategic decisions, corrective actions, preparing, updating policies as per the UGC norms.


## I. ACADEMIC RESEARCH:

- a) All eligible faculty shall register for doctoral program within 6 months of their appointment.
- b) Faculty of each department shall conduct research in thrust areas beneficial to the society at large, ensuring fruitful contributions to the cause of Arts, Science, Technology and Management.
- c) Faculty publication in only reputed peer reviewed journals are encouraged.
- d) All publications and research papers of faculty must go through plagiarism check.
- e) As per the UGC approved API norms the institution fixed the number of articles to be published by faculty of different cadres.
- f) P.G Project Dissertations need to be research focused. Every P.G student is encouraged to publish at least one research publication in a peer reviewed journal.
- g) PRISTDU promotes admission of post-doctoral fellows in every focused area of research.
- h) Faculty are given the option to pursue research work leading to a PhD degree in reputed institutions under Quality Improvement Programme (QIP)

## II. SPONSORED AND INTERNAL RESEARCH RELATED POLICIES:

- a) Every doctorate shall apply for a minimum of one government funded project.
- b) Every faculty shall apply for in-house projects with the aim of applying for external funding. In addition to the in-house projects, the faculty members are encouraged to avail seed money from the management for setting up the laboratory/ facilities to carry out research in frontier areas.

  
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Director RDCU



- c) The institution shall provide the basic infrastructure required to conduct either internally funded or externally funded research.
- d) All departments shall strive to get projects sanctioned by government funding agencies and leading industrial organizations.
- e) Faculty are encouraged to identify inter-disciplinary research in their chosen field of research.
- f) The faculty of all the departments of the institution shall tie-up with industries and corporate bodies to undertake funded research in emerging areas and industry relevant areas.
- g) The institution shall create special research groups to concentrate research in government listed areas.
- h) All innovative projects of faculty are earmarked for filing patents on successful completion, suitable recognition and remuneration are given to those faculty with patents.
- i) Norms are fixed to pay expenses towards procurement of equipment to those faculty working on funded projects.
- j) Meritorious research work by faculty is awarded with monetary incentives.


### III. CENTRES OF EXCELLENCE:

The institution shall develop Centers of Excellence in the frontier areas of research which shall be open to faculty, students, and industry persons to conduct research.

Based on research performance, the institute recognizes specific research divisions as Centre for excellence and supports special grants for carrying out research in frontier technologies.

### IV. INCENTIVES FOR RESEARCH PROJECTS, PUBLICATIONS AND RESEARCH RELATED ACTIVITIES:

- A. The faculty (Principal Investigator) submitting a research project for extramural funding by government / other agencies (for more than Rs.3,00,000) and if shortlisted for presentation shall be awarded a monetary reward of Rs. 5000 per project.
- B. Faculty members publishing Books / Chapters in the reputed publishing house in edited volumes will be awarded a suitable cash prize.

  
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- C. Publication of scientific articles in SCOPUS/Web of Science/ UGC indexed journals, shall be awarded cash incentive as recommended by the Board of Management. The incentive shall apply to members of faculty who publish while remaining on rolls of the university. In case the publication is in joint names/ authorship, the incentive shall be appropriately distributed to Authors of the paper as per their contribution in the article.
- D. Faculty members receiving state/national/International award/fellowship shall be awarded suitably.
- E. *Annual Best Researcher award* in each faculty shall be awarded according to parameters judged by committee constituted by competent authority. The award shall include a certificate, medal and a suitable cash prize.
- F. Every faculty member will have an annual assessment based on contribution in academic & research spheres. These assessments will be given significant weightage for individual faculty members & collectively for the department. Research performance and achievements are an essential part of the Key Performance Indicators (KPIs) for annual increments. For promotion to Higher post / salary increment, significant contribution in teaching, research, if applicable will be awarded and given weightage in professional career advancement.
- G. The researcher is permitted to use the infrastructural facilities like research equipments available within the University, with prior approval through proper channel.
- H. All assistant professors are encouraged to do an FDP program from NPTEL, and examination fee will be refunded after producing certificate of successful completion.
- I. The plagiarism check shall be done by the institution for scientific papers of students/faculty from PRIST at free of cost.

**Financial assistance for pursuing Ph.D:**

Any teacher at the University can enroll for the Ph.D. programme as per the procedure laid down by the University.


- i. A teacher who is admitted on the Ph.D. course shall be provided with a fee concession to the tune of 50% of the fee charged for the course.




- ii. A teacher shall be provided Rs. 10,000/- per annum as contingency fund for stationery, travel to research institutes, purchase of book etc. However, the books purchased will be deposited in the Departmental library after completion of the Ph.D.
- iii. The teacher will have to take an undertaking that he/she shall continue to be in employment at the University for one year after completing Ph.D. course.

**Financial Assistance for Attending National and International Conferences and Faculty Development Programmes:**

1. Academic leave up to 10 days may be granted without any financial assistance by the University if a teacher is presenting any paper in the workshop or training programme within India or abroad.
2. Teachers going on any international collaboration exchange programme with CSIR, DST and other agencies of similar reputation may be provided financial assistance up to 50% of the travel expenses or Rs. 20,000/- whichever is less in addition to maximum 10 days academic leave. However, the works and detailed plan of such visits should be submitted to the Dean (Academic Affairs) of the University.
3. Financial assistance to teachers for attending the conferences/seminars/symposia etc. at national level will be available once in two academic years. In such cases, the financial assistance will be limited to travel expenditure (actual train fare-AC-2 Tier or equivalent air fare and registration fee to a maximum of Rs. 10,000/-)
4. Financial assistance to teachers for attending the conferences/seminars/symposia etc. abroad/ internationally will be available once in three academic years. In such cases, the financial assistance will be limited to travel expenditure and registration fee to a maximum of Rs. 20,000. Deputation to attend conference in India will not be counted for the purpose of availing such assistance.
5. Only one teacher per department will be allowed to attend the same conference in India or abroad. In the case of two or more applicants for attending the same conference/seminars & symposium etc., the junior-most teacher may be given preference over the other senior colleague(s) to promote or update his / her knowledge and enable him/her to perform better.

  
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(Director/RDC)



### **Eligibility For Financial Assistance**

- i. The teachers who are invited to attend national/international academic conference/seminars etc. should verify that the level of programme and the Institution organizing the events is truly of national/international, professional, significance and capable of enhancing the skills of the participants.
- ii. The financial assistance may be provided in the following order of preferences:

Teachers delivering keynote address/plenary lectures

Teachers contributing a paper

Teachers invited to chair a session

Teachers invited under international collaboration exchange programme

Teacher invited to give talks/lectures

The acceptance of papers from organizers should have been received. Subject to all other conditions being equal, preference may be given to applicants who have already raised part financial support from other sources who are session Chairman/Organizing Committee Official / Award winner in addition to the paper presentation. Preference may also be given to those who have never been deputed to attend such conferences.

### **Procedure of Applying for financial assistance for attending Seminar/Conferences/Symposia etc. abroad and India.**

- i. The prescribed application form for conference/symposia/seminar etc. in India and abroad is to be used.
- ii. Application duly forwarded by the head of the Department and Dean of Faculty with their specific recommendation (regarding eligibility and amount to be given), should reach the Office of the Director, Research and Development cell preferably 30 days before the date of the programme (even if, the acceptance letter is not received which should be submitted as soon as it is received) along with the following document:
  - a. A soft copy of the full text of documents/papers prepared by the teacher for presentation at the National/International conference/seminars/symposia/congress/workshops.
  - b. The details of the training programme, even if of short duration, should be provided.



- c. Brief details of the organizers, title of the programme, place and duration of the conference etc. in which the paper is proposed to be presented or participation is desired.
- d. A copy of the letter of invitation from the organizers of the conference/seminar/symposium accepting the paper for presentation, immediately after it is received or a copy of the letter from the organizer inviting the teacher to chair a session/section and mentioning details of the financial support offered etc. should also be enclosed.
- e. In case of conference / seminars / symposia / congress / workshops / training programme of short duration, the Invitation or other relevant documents should be attached.


#### **Deputation without Financial Support - Abroad and India**


Teacher seeking permission to attend conferences/seminars/symposia/ workshop / training programme in India or abroad without financial support from PRIST DU but (academic) leave only, should also follow the same procedure as mentioned in procedure of applying for financial assistance for attending conferences/seminars/symposia etc. abroad and India.

Such teachers should fulfill all the requirements listed above, but the frequency restriction (once in 3 years only for conferences abroad and once in 2 years for conferences in India) shall not apply to them. Such teachers shall be granted leave as per university rules.

For any conference /academic seminar etc., as a special case, the Vice - Chancellor may allow up to 50% of the faculty members to attend such conference/training etc. without financial assistance, so that the teaching responsibilities of the department do not suffer.

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