

Research Policy Document

Vidya Pratishthan's

Kamalnayan Bajaj Institute of Engineering & Technology

Baramati

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1. Vision and Mission of Institute

VISION

To achieve Academic Excellence through Persistent and Synergic Collaborations amongst all Stakeholders

MISSION

To ensure holistic development of students as lifelong learners and problem solvers
through value-based quality education.
To motivate faculty to attain the state-of-the-art knowledge and wisdom in their
domain and be a facilitator towards co-creation of knowledge.
To frame and deploy conducive and empowering policies for multifaceted growth of
students, faculty and staff to make them contributors towards excellence.
To partner with industry for mutually beneficial relations to generate employable and
deployable workforce.
To fulfill the aspirations of alumni, parents, society, region and nation at large by
generating technically competent and contributing manpower.



2. Preamble

For VPKBIET Baramati, it is important to be the fountainhead of new ideas and of innovators in technology and science. The vision of 'achieving excellence in technical education' with which research will flourish and the leaders and innovators of tomorrow will emerge. In fulfilment of these, VPKBIET has adopted the philosophy of 'think global, act local' and taken the initiative to promote and facilitate research, innovations and protection of Intellectual Property (IP) thus generated at VPKBIET. In this document, the rules to support these efforts have been included.

Towards the prescribed goal a Research and Development Policy for VPKBIET has been formulated. A formal framework to guide the implementation of these processes is included. This policy aims to promote and support researchers and innovators at VPKBIET for translating their creative works into Intellectual Property (IP). Parties engaged in the creations of original and innovative work at VPKBIET include faculty, staff working in VPKBIET, and registered students of VPKBIET. This policy also aims to set forth guidelines for the distribution of:

- 1. Funds to promote research
- 2. Funds generated through Sponsored research projects undertaken at VPKBIET by VPKBIET personnel.
- 3. Funds generated through consultancy projects undertaken at VPKBIET by VPKBIET personnel.
- 4. Ownership of the intellectual property developed at VPKBIET, Baramati.



3. Objectives of R&D Cell

VPKBIET's overarching research objectives are to lead the technical education through interdisciplinary initiatives in emerging technologies. Objectives of R&D Cell are framed for the development of Society, Nationally and Internationally through the fruits of research.

- 1. To develop the culture of research and Innovation in the institute.
- 2. To promoteapplied and product development research in the institution.
- 3. To establish Centers of Excellence in emerging technologies to conduct cutting edge research
- 4. To develop core group of faculty with increased potential of research
- 5. To adopt Collaborative Research with higher learning institutes, Research centers and industries.
- 6. To motivate and mentor students to participate in various national and International Research contests.
- 7. To train faculty and researchers in carrying out research activities through various incentive schemes.
- 8. To motivate the faculty and students to write high quality publications with high impact factor, citations, SCI/Scopus indexed/web of science.
- 9. To motivate the faculty to write the research projects thereby enhancing the research funding from Govt agencies and industries.
 - 10. To encourage and support faculty members to conduct research in identified fields and disciplines of Engineering and Applied Science.
- 10. To establish patent cell and file more number of patents
- 11. To Integrate research and education
- 12. To undertake consultancy projects for the benefit of the end users
- 13. To utilize existing facilities effectively and to establish new facilities
- 14. To provide research trainings and education to student, faculties and other stake holders.
- 15. To set short term and long term goals for students, faculties, core research groups, and centers



4. Structure of Research and Development Cell

The Dean R&D under the guidance of Principal will form and R&D committee every year. The change in previous year committee will be made if necessary. The formed committee will have departmental research coordinators along with Institute coordinators wherever possible. The structure of R&D cell is as follows:

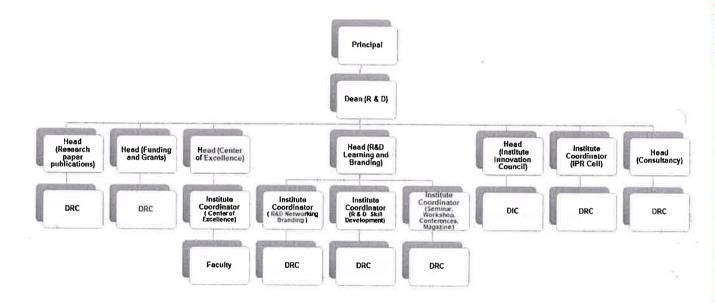


Fig: Structure of R&D Cell

DRC: Departmental Research Coordinator DIC: Departmental Innovation Coordinator

Custodian of Policy

The existing research policy has been revised for the year 2023-24 with a purpose to promote and uplift the standards of research and innovation activities in the college. All research related activities in VPKBIET are governed through the Office of Dean Research and Development and IQAC.

5. Responsibility of R&D cell

Following are the responsibilities of R&D cell will takeover to achieve R&D outcomes of institute.

- To envision growth / Outcomes of research and development activities.
- To prepare budget and identify important activities to fullfill objectives.
- To facilitate and prepare schedule to conduct seminars, workshops, conferences and training programmes for inculcating research interest among faculty and coordinate.
- To encourage and motivate faculty for submitting proposals to externally funded research and development projects.
- To support interdisciplinary and multidisciplinary research, product design and development, publications in national and international journals of high standard.
- To facilitate collaborations with researchers from premier Institutions and to encourage joint research venture in the latest technology.
- To initiate and promote MoU with industries and R & D organizations for consultancy and collaborative research.
- To suggest peer reviewed national and international journals for subscription in central library
- To motivate students to present technical papers in National and International conferences and display projects in various competitions.
- To allow faculty to participate for seminars, workshops, FDPs and conferences in order to upgrade their knowledge.
- To explore funding resources and inform research scholars and faculty members to apply for projects.
- To review on departmental research activities, funded projects and consultancy activities.
- To facilitate students to carry out innovative and socially relevant projects.
- Develop policy for faculty R&D performance (appendix I), incentives and R&D funding(Appendix II),
- To gather and maintain the data of R&D achievements, evaluate and provide incentives.

Outcomes of Research:

The faculty and students are able to publish or implement the following categories:

- Journal articles, Book chapters, Reviews, Editing and translations of major works
- Conference proceedings, Edited volumes of conference proceedings
- Computer software, Audio-visual recording
- Working models, Research reports
- Patent, Proposal of new theories, Databases, Products, Technologies
- Technical reports, Case studies, Technical drawings, Encyclopedia entries



6. Code of Ethics to check malpractices and plagiarism in Research

Preamble: Ethics is the most significant element of the academic activities in teaching and research. Teaching and research forms a novel combination of knowledge transfer which needs freedom to express the knowledge. Freedom in the academic process to express the knowledge and invention in the most ethical way. It include the freedom to inquire for innovation of new things in subject that encourage intellectual concern, to present findings, to publish data and conclusions without control or censorship and to teach in the manner they consider professionally appropriate. This requires integrity with the teaching and research.

Objectives i. To create academic awareness about responsible conduct of research, study, project work, assignment, thesis, dissertation, promotion of academic integrityand prevention of misconduct including plagiarism in academic writing among students, researchers, faculty- and other members of academic staff as well as any employee of institution.

ii. To establish institutional mechanism through education and training to facilitate responsible conduct of research, study, project work, assignment, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.

iii. To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, or staff of institution committing the act of plagiarism.

Plagiarism:

Plagiarism is defined as presenting another person's work as one's own work. Presentation includes copying or reproducing it without the acknowledgement of the source.

Plagiarism involves copying of: phrases, clauses, sentences, paragraphs or longer extracts from published or unpublished work (including from the Internet) that exceeds the boundaries of the legitimate cooperation without acknowledgement of the source. Plagiarism could be intentional (dishonest plagiarism) or non-intentional (negligent plagiarism).

Negligent Plagiarism: Negligent plagiarism means innocently or carelessly presenting another person's work as one's own without acknowledging the Source. It arises from one's inadequate knowledge and competency in writing. It is also due to careless attitude resulting into non-compliance of standard verification procedures. In this type of plagiarism the degree of copying is not substantial.

Dishonest Plagiarism: Dishonest plagiarism means knowingly and deliberately presenting another person's work as one's own work without acknowledging the Source. It involves intentional copying of substantial proportions of the other's work without written or unwritten permission and also without acknowledging the source.



Guidelines for Avoiding Plagiarism:

Plagiarism could be avoided by paraphrasing, citing, quoting and referencing the original work. There are five basic rules regarding the use of information in professional and in academic writing:

- 1. If you use the language of your source, you must quote it exactly, enclose it in quotation marks, and cite the source.
- 2. If you use ideas or information that is not common knowledge, you must cite the source.
- 3. If you didn't invent it, cite the source.
- 4. Unless your professor explicitly tells you to paraphrase, don't paraphrase.
- 5. When in doubt, cite the source.

Doing so can only enhance your readers sense of your honesty. Shortening of Plagiarism Institute use plagiarism software so as to ensure that documents such as thesis, dissertation, term papers, reports, publications or any other such documents are free of plagiarism at the time of their submission. Every student submitting a thesis, dissertation, technical papers or any other such documents to the supervisor/guide shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism. Every faculty- researcher submitting a thesis, dissertation, technical papers or any other such documents shall submit an undertaking indicating that the document has been prepared by him or her. The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the institution. Each supervisor/guide shall submit a certificate indicating that the work done by the researcher under him/her is plagiarism free.

Following rules and regulations are conveyed to all the students and research guides/project investigators engaged in the research activities:

Responsibilities of a Research Investigator/Research Guide: The project investigator/coordinator or research guide must not only put together the research students but also try to assemble an adequate financial and administrative structure to support the research.

A supervisor not only provides guidance and advice to individual students in the research but also make them aware of responsibility for the scientific integrity of the whole research activity.

Data / Reports Research Guides and Project Investigators are directed to take the necessary steps to check the details of experimental procedures and the validity and authenticity of the data or observations reported by them or by the research scholars working under their supervision, including periodic reviews of primary and secondary data as well as reports prepared by the scholars.

The reports of the research outcome must be checked for the accuracy of the



recorded data or observations, failing to which would be considered as a breach of research integrity.

The data must be authentic and be based on the outcome of original activities of researcher and not from other sources, or with proper credit sharing or citations wherever necessary.

Any intentional Research Policy Document reckless disregard for the truth in reporting observations may be considered to be an act of research misconduct.

The S. P. university guidelines are made available to all the researchers: http://www.unipune.ac.in/uop files/Report-Guidelines 20-5-15.pdf

Originality and acknowledgement of sources:

The research work must be original and come from research outcome of the respective researchers. If help is taken from other sources, should be acknowledged properly.

Disclosure and conflicts of interest Researchers may use institutional resources including staff, equipment, information or confidential information with prior permission of Principal or Heads of the Departments.

Researchers should strictly use the institutional resources for any purpose other than related to the teaching, research or service by the Institution, unless prior permission has been obtained by the head of the department and/or the Principal.

Duplication of Publication Research articles should preferably be published in UGC notified journals or the journals covered in SCI/Scopus/Web-of-Science databases. Researchers should not publish the same research outcome in two different places to avoid duplication.

Plagiarism Policy:

VPKBIET strictly adheres to the plagiarism policies decided by UGC and Savitribai Phule Pune University, Pune, available at the following links:

https://www.ugc.gov.in/pdfnews/7771545 academic-integrity-Regulation2018.pdf http://sppudocs.unipune.ac.in/sites/circulars/MPhilPhDAdmission%20Circulars/UG C%20(promotion%20of%20Academic%20Integrity%20and%20Prevention%20of%20 plagiarism%20in%20Higher%20Edu.%20Institutions)%20Regulations%202018_28.09

2018.pdf

The institute awares faculty/students/researchers about these policies. All the guides are instructed to submit the project reports and theses only after plagiarism check using turnitin software and Google workspace educational license provided by Institute.

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or shc shall report it to the competent/designated authority of the university. Upon receipt of such a complaint or allegation the Institute authority shall refer the case to the Institute Academic Integrity Panel (IAMP) and Departmental Academic Integrity Panel (DAIP). The panel will work as per guidelines given by S. P. University and UGC.

Promotion of Research

The Dean-Research and the Research Committee will ensure that policies and procedures will be adhered to in order to ensure that high standards of scientific integrity are maintained. The Institute provides the following administrative and financial support and accounting facilities for carrying out the research projects. Faculties members those who have completed one year of service at VPKBIET can avail the following benefits.

All incentives will be offered based on yearly performance of faculties.

Incentive Scheme for the Staff

Financial Supports For Attending Conferences:

- The faculty member shall be motivated to attend conference(s) at international/national level organized in/by the institute/society of international/national eminence
- Registration fees and TA/DA will be given for attending one national conference and 50% of the expenses (Registration fees and TA/DA)or 7,500/- whichever minimum for international conference in a year organized in India.
- Amount of Rs. 50,000/- once in three year will be given to a faculty member for presenting paper in the international conference abroad. Further, in this case the applicant must have applied for travel grant(s) for the conference from at least two funding agencies
- Prior approval for expenses is required to be taken from Principal.

Incentives For Quality Publications:

- In order to motivate the faculty members towards research and publishing their research findings in reputed journals with impact factor, financial incentives will be given to faculty members at the end of year.
- The copy of the research papers should be put on to the college website and must be kept in the department library.
- Affiliation of Institute and doi is mandatory to avail the incentives.

Matching Grants (Material/Human Resources/Equipment):

- Provision of matching grants for human resources/equipment/material, on the basis
 of sponsored research (Up to max 50% of the sponsored grant) can be made
 depending upon the importance/need of the project.
- Recommendation for the same shall be made by the committee comprising of concerned HOD, Dean R&D and the Principal.

Terms & Conditions For The Sponsored Research Projects And The Industry Consultancy Projects:



- The research/industry consultancy work will be carried out under the Head (Principal) of VPKBIET, Baramati
- Every doctorate shall apply for a minimum of one government/affiliated university funded project per year.
- The faculty members can also apply for internal project in the college with an aim to apply for external funding. The required seed money for internal projects will be provided by the college as mentioned in the Table below. The project proposals would be invited in the start of academic year with the prescribed submission time.
- The revenue generated will be deposited in the college account. This is done to avoid misuse of funds. The college will provide the remuneration to the respective faculty as per the below table, based on the revenue generated after the completion of every consultancy work.
- All Principal Investigators (PI) and Co-PI who are involved in proposing, expanding, and managing sponsored projects must ensure that the salary and wages charged to the sponsored project are in accordance with all applicable sponsor policies and VPKBIET research policies.
- On a quarterly basis, the PI and Co-PI submit the status report of the sponsored project to the Principal and Dean R&D.
- Faculty should motivate the students towards participation in industrial consultancy projects.
- TA/DA for project presentation is given to every faculty if not given by funding agencies.

SN	Category	Name	Percentage of Share
1	1 from Govt. organizations, Principal submission of Utilization R&D Organizations, Industry, Investigator		2% of the Received Fund only upon submission of Utilization Certificate (UC) % to office bearers
2	Seed money for the internal project/activities of Technology Centers	Individual/Team	Upto 25000
3	Consultancy and Testing services	Individual/Team	Ratio of 50:50 is shared between Institution and Individual / Team respectively
4	Patent	Individual/Team	Ratio of 40:60 is shared between Institution and Individual / Team respectively after commercialization of Patent.



Incentives for Experts:

- The honorarium of Rs. 2000/- to Rs. 5000/- per hour will be given to the speaker for the expert lecture/training session with prior approval of Principal. In case of offline sessions, the TA will also be given as per rules.
- Faculties conducting trainings/lectures to impart specific topics in research and innovation which are not in syllabus through R&D Cell, Centers of Excellence, IIC or any other similar cell will be given the honorarium of Rs. 1000 per hour.



The Incentive Scheme For The Students Of The College

Incentive For Qualifying Entrance Exams For Higher Studies:

Any student who qualifies GATE/GRE/CAT/GMAT during his/her four year graduation period will be given a reward of Rs. 5,000/-.

Financial Supports For Attending Conferences:

For presenting paper in an international conference/ national conference/ technical symposium in India, the registration fees and the part of TA/DA will be given. The financial support upto maximum Rs. 3,000/- per student will be provided. One student can take the support for one event in a years.

Research Publication

For publishing a paper in the refereed journal, a student will get Rs. 1000/-, if only single author. For more than one author, -Rs. 2000/-would be given in sharing.

Seed Money For Student Project

Seed money upto Rs. 25000/- for student projects will be given based on the basis of deliverable outcomes like research paper, copyrights, patents.

Date of Adoption: 5th Aug. 2023

Approved By Principal:

Affiliated to S.P.P.U. Pune Id No. / PU/PN/ Engg./152/2000

Appendix I

Reference for R&D Performance Calculator

S N	Category	Particular	Expectations	Points	Caping for Max Points
1	_	Publication in National Conference	1 per year	10	20
2		Publication in International Conference (Scopus)	1 per year	25	50
3		Publication in National Journal (UGC Care)	1 per year	25	50
4		Publication in International journal Scopus/ Web of Science	1 per year	50	. NA
5		Publication in International journal SCI, Extended SCI etc.	1 per year	75	NA
6	Dublications	Publication in International journal other than Scopus, SCI	1 per year	10	10
7	Publications	Book Publication Online with ISBN	1 per year	20	20
8		Publication of a Chapter in a Book (with ISBN)	1 per year	25	50
9		Book Publication with Reputed 1 per 3 year		50	100
10		Publication of Indian Patent	liser p	50	NA
11		Grant of an Indian Patent	1/faculty/year	500	NA
		Publication of Inernational Patent	1/laculty/year	100	
		Grant of an Inernational Patent		500	
12		Copyright	1/faculty/year	7	21
13		Total Funding Applied	2/Professor & Associate Prof./year 1/Asst. Prof./year	amount/100 000	100
14		Total Funding Received	Parameter for Inhouse Funding	200+amount /10000	NA
15		Institute level Seminar Organized	1/faculty/year	20	40
16	Funding	University level Seminar Organized	1/Dept	30	60
17	l l	State level Seminar Organized	1/Dept	40	80
18		National level Seminar Organized	1/Dept	50	100
19		University level Workshop Organized	1/Dept	40	80



20		State level Workshop Organized	1/Dept	50	100
21		National level Workshop Organized	1/Dept	70	140
22		National Conference Organized	1/Dept	200	200
23		International Conference Organized	1/ 2 Dept	500	500
24		Consultancy Project	1/faculty/year	20+amount/ 10000	200
25		National Conference attended	1/faculty/year	5	10
26		International Conference attended	1/faculty/ 2 year	10	20
27		International Seminar attended	1/faculty/year	5	20
28	Learning	University level Workshop attended	1/faculty/year	No. of Days*1	10
29		State level Workshop attended	1/faculty/year	No. of Days*1	10
30	r.	National Level Workshop attended	1/faculty/year	No. of Days*1.5	15
31		International Workshop attended	1/faculty/ 2 year	No. of Days*2	20
32		Coordinating R & D Activity	1/Prof. & Asso. Prof./year	50/ portfolio	100
33	×	R&D Outreach (Projects uploaded on Github / MATLAB etc.)	1/faculty/year	10 per activity+ No. of Days	30
34	Outreach	R&D Collborations (National / International)	1/faculty/year	10/50 per collboration, 20/100 per outcome	100/200
35	Outreach	R&D Competition (Participation)	1/faculty/year	10 for participation, 50 for Award	50/100
36		Center of Excellence	1/faculty/year	No. of activities*10, Outcomes*2 0	30/200
37		Development of Research Lab	1/Prof. & Asso. Prof./year	25 per lab (proposal)	50
38		Reviewer (Journal/ Conference / Ph.D. Examiner)	1/faculty/year	2 per review/ exam	10
39	Researcher's	Professional Membership (National / International)	1 each /faculty	Life time membership s*5+ International Yearly(10)	50
40	Profile	Total Citations	Parameter for Inhouse Funding	citations*0.1	NA
41		H Index BARA	Parameter for Inhouse Funding	h index	NA

42		I10	Parameter for Inhouse Funding	I 10	NA
43		Research Gate	Parameter for Inhouse Funding	RG Score*0.1	NA
44		No. of Swayam Courses developed	1/faculty	100 per course	200
45		Vidwan Score	Parameter for Inhouse Funding	Vidwan Score	NA
46		R&D Award/ Scholarship/Fellowship	1/faculty	100	200
47		Ph.D./ Ph.D. Guide	Parameter for Inhouse Funding	10/20	NA
48	D.	Revenue generated from Intellectual property	Parameter for Inhouse Funding	100+revenu e/10000	NA
49		Established Startup	1/faculty	300	600
50		Recommendations to Students for abroad education	as and when issued	5	15
51		Products development and demonstrations	2/faculty	100	500

Points scored in group activities will be distributed among contributors



Appendix II

Refernce for R&D Funding Calculator for Faculties

Sample Funding Calculator for Faculty:

SN	Criteria	Sample Faculty R&D Stats	Points allotted for R&D Parameters	Total Funding Offered (INR)
1	Total Citations (Google Scholar)	50	10	500
2	H Index	2	1000	2000
3	110	1	2000	2000
4	Vidwan Score	5	100	500
5	Qualification Ph.D	1	3000	3000
6	No. of Patents published	1	2000	2000
7	NPTEL Gold	1	500	500
8	NPTEL Silver	1	200	200
9	NPTEL Elite	1	100	100
10	NPTEL/ Coursera certificates	10	50	500
11	Funding received	100000	0.02	2000
12	Funding applied	500000	0.01	5000
13	CoE Activities	1	200	200
14	Faculty Startup	1	1000	1000
15	Poducts developed	1	1000	1000
16	Eligible for Total Inhouse Funding		127-147	20500
17	Instititue Scaling factor (Based on Budget)	0.5		10250
18	Faculty Institute RnD Achievement Score (0 to 1) to compensate Institute Scaling factor	0.75		15375



Appendix III

Reference for incentives for publications

SN	Paper accepted /published in SCI/SCI expanded journal with Clarivate Analytics ranking (impact factor)	Financial Incentives (INR)	Remark	Maximum
1	SCI/SCIE and Impact Factor ≥ 4	10000	Only for First Author	NA
2	SCI/SCIE and Impact Factor ≥ 2	7500	Only for First Author	NA
3	Only SCI/SCIE	5000	Only for First Author	NA
4	Scopus	3000	Only for First Author	Maximum of 2 papers
5	Book Chapter in a book published by an international/national publishers	3000	Only for First Author	Maximum of 2 papers
6	UGC Care / National journal	1000	Only for First Author	Maximum of 2 papers
7	Copyright	1000	NA	Maximum of 2/ faculty
8	Patent Filing	5000	NA	Applicable For Scritinized Patents only.
9	Patent Published	2000	NA _	To inventor only
10	Patent Granted	10000	NA	Among inventors



References:

- 1. UNIVERSITY GRANTS COMMISSION (PROMOTION OF ACADEMIC INTEGRITY AND PREVENTION OF PLAGIARISM IN HIGHER EDUCATIONAL INSTITUTIONS)
 REGULATIONS, 2018
- 2. Savitribai Phule University Circular Circular 175/2018 dated 27/09/2018

