



VIGNANA BHARATHI INSTITUTE OF TECHNOLOGY

RESEARCH AND DEVELOPMENT POLICIES



**VIGNANA
BHARATHI**

**VIGNANA BHARATHI INSTITUTE OF TECHNOLOGY
(UGC-AUTONOMOUS)**

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1. R&D Team

R&D team comprises of the following members

- Principal
- Vice-Principal
- R&D-Director
- Director-Academics
- Director-IIIC
- Head of the Departments
- R&D-Coordinator (Institute)
- R&D Coordinators (Departments)
- Two External Experts

2. Institute R&D Activities

The following are deemed to be accepted as R&D activities by R&D division of the institute

- Sponsored research projects from External funding agencies (State and Central)
- Internal sponsored research projects
- Industrial Consultancy Projects
- Research collaborations of faculty with National and International organizations
- Organizing Conference/Seminar/Symposia/Short Term Training Programmes/Faculty Development Programs/Workshops for the dissemination of knowledge.
- Publishing papers in National and International Journals and Conferences
- Applying for National and International Patents

3. General R&D Guidelines

- ✚ The R&D department will be provided with separate funding by the management of VBIT for exclusive R&D activities
- ✚ College level Newsletter will be published on R&D activities once in 6 months. Institute will tie up with various Magazines to support the newsletter.
- ✚ Faculty with PhD degree should try for external funding (Various external funding agencies list will be shared with all the department R&D coordinators)

- ✚ Faculty should identify suitable industries and try for a possible funding from them with a mutual understanding of the problem statement.
- ✚ Regular emails will be sent by R&D division regarding the openings of funding opportunities across the country to all the faculty.
- ✚ Faculty will be entitled to a maximum of 6 days of On Duty leave per semester to attend National and International conference with prior & proper adjustment of workload.
- ✚ R&D Director in discussion with HODs and R&D coordinators of all departments will furnish the list of SCOPUS and SCI indexed journals along with revised UGC indexed journals.
- ✚ Staff members who have registered for their PhD should present the up-to-date status of their work twice a year.
- ✚ R&D division will conduct a monthly meeting with all the R&D coordinators of the department to discuss the progress and future prospects.
- ✚ R&D division will organize talks by external experts at regular intervals to strengthen the existing ideologies of all the faculty members of VBIT.
- ✚ The activities of the R&D cell will be displayed on separate notice board
- ✚ The facilities (regarding reimbursement of publication charge, proposal of fund for paper presentation in conference/workshop/seminar) can be availed by any faculty member only after the completion of one year of service at the college.
- ✚ At the beginning of the academic year the data pertaining to R&D activities of individual faculty will be collected from respective departments.
- ✚ Faculty should use “Vignana Bharathi Institute of Technology” as an affiliation while submitting a paper. All the faculty should acknowledge computer centre of DST-FIST till further information

4. Research Policies

4.1. Sponsored Research Projects

Faculty are encouraged to submit a research proposal to external funding agencies as per the two categories given below

4.1.1. Projects involving VBIT Faculty as Principal Investigator

Faculty with PhD are encouraged to apply for a suitable funding from external funding agencies (government and industry) based on the topic of their choice. In general, the duration of these projects would range from a minimum of 1 year to a maximum of 5 years. The

funding does not involve industrial consultancy. Based on the interest and requirement of a funding agency an individual faculty can choose a Co-Principal Investigator within the institute or from other National and International organizations.

4.1.2. Collaborative Projects as Co-Principal Investigator (CO-PI)

Faculty can also involve in a collaborative project as a Co-PI with researchers from other National and International organizations. Faculty should submit a detailed information on the budget allocated to CO-PI if any and the contributions of CO-PI to the project on a timely basis.

4.2. Institutional funding

The institute is also initiating an internal funding to faculty as well as students under the following categories

4.2.1. Research Initiation Grant (RIG)

Research Initiation Grant (RIG) of Rs.25,000 to Rs. 50,000 will be introduced to support faculty for initiating a research in the institute as a stepping stone to external project funding. Faculty of each department is encouraged to submit a research proposal to R&D division which will be evaluated by a team of external experts. The minimum duration of the project should be 6 months and should not exceed 18 months. Faculty who are awarded with this grant should maintain a separate record of all the purchases. The sanctioned amount will be given to the faculty in 2 to 3 installments depending on the progress and quality of the research. Review committee would assess the progress of the project once in 4 months and based on the satisfactory performance and quality of the research work. Interdisciplinary collaborations or collaborations from within the department are highly encouraged for the award of the grant. It is mandatory for all the faculty who are sanctioned with projects that they should publish atleast one paper in peer reviewed journals indexed in Scopus or SCI. Faculty will not be entitled to any incentives for publishing a paper under this funding. Number of projects to be sanctioned per department is given below

Department Faculty Strength	Number of Projects to be sanctioned per academic year
<20	1
20 to 40	2
>40	3

4.2.2. Student Project Grant (SPG)

Student projects will be given financial assistance of Rs. 5,000 to Rs. 10,000 for a duration of one semester and can be extended to one year. This funding is available exclusively for final year students. Students can use this amount for the purchase of any of the computational tools, materials, books, small gadgets, etc within the specified amount not exceeding Rs. 10,000. Each student and his batch should be mentored/guided by one of the faculty from their respective departments. The submitted projects will be reviewed by a team of internal and external experts once in 3 months. It is mandatory for all the students who are sanctioned with projects that they should publish atleast one paper in peer reviewed journals including UGC care journals or ICI indexed journals.

4.3. Research Schemes for STTP/FDP/Symposia/Conference/Workshop/Seminar

To promote the state-of-art research and to disseminate the knowledge of various diverse topics in the filed of science and technology the faculty of the institute are encouraged to submit the proposals to State and Central government schemes on a timely basis depending on the eligibility of the department. In addition to external funding, the institute will also partially/fully support some of the programs to individual departments. In this regard faculty are also encouraged to invite experts from IITs, NITs, Organizations from Institute of Eminence, Central and State Universities and Industry.

For internal funding, an individual faculty should route the proposal through HOD to Principal and then to R&D division.

4.4. Research Publications in National and International Journals/Conferences/Books/Book Chapters

4.4.1. Journal Publications (National and International)

As the publications of papers in a Journal is of utmost importance, the faculty are encouraged to publish the papers indexed in following indexing tools.

- Science Citation Index (SCI), Web of Science
 - Emerging Source Citation Index (ESCI)
 - Science Citation Index Expanded (SCIE)
 - Social Science Citation Index (SSCI)

- Arts & Humanities Citation Index (AHCI)
- Scopus
- Indian Citation Index
- UGC Care
- Australian Business Deans Council (ABDC) listed journals
- Indian Institute of Management-IIM Listed A&B Journals

+ Faculty from Science and Engineering background with PhD should publish the papers indexed only in SCI or Scopus and faculty from humanities should publish papers indexed in SCI or Scopus or ABDC or IIM.

4.4.2. Conference Publications (National and International)

- + Faculty are encouraged to submit and present their research work to reputed National and International Conferences.
- + Department R&D coordinators in consultation with their respective HODs should decide the credibility of the of National and International conferences.

4.4.3. Books and Book Chapters

- + Contributing to a book or a book chapter is indeed a great achievement to an individual faculty and institute as well. Hence all faculty are encouraged to initiate this process to contribute to a book or a book chapter in reputed publishers.
- All the faculty should submit one soft copy of the accepted paper/Book/book chapter to their respective R&D Coordinators of the department at regular intervals.
- R&D Coordinators of each department should send the soft copies of all the accepted and published papers once in every 4 months to the R&D division along with the consolidated data of the all the publications in a prescribed format provided by R&D division in due course of time.

4.5. Patents/IPR

Faculty members can apply and obtain patents for their contribution in the form of a product, innovation, technology, etc, from National and International agencies.

4.6. PhD Guidance/Supervision

Faculty members are also encouraged to be an Internal supervisor for the VBIT faculty and can also be an external supervisor for external candidates registering at National or International Universities.

- + Faculty should use “Vignana Bharathi Institute of Technology” as an affiliation for communicating papers and acknowledge DST-FIST grant.

5. Incentives

Incentives will be given to those faculty who continuously contribute to the research activities of the institute through external funding, journal/conference/book/book chapter publications, patents.

5.1. Journal Publications (National and International)

Incentives will be given to faculty who publish in the journals indexed as per the section 4.4.1. The incentives are classified based on the nature of indexing of the journal as given below.

Table 1: Incentives for Journal Publications

Journal Indexing	Incentive Amount
SCI-International	Rs. 10,000
SCI (Through Conference)	Rs. 7,500 OR Registration fee for conference whichever is less
SCI -National	Rs. 7,500
Scopus-International	Rs. 5,000
Scopus-National	Rs. 4,000
Scopus (Through Conference)	Rs. 4,000 OR Registration fee for conference whichever is less
ABDC/IIM	Rs. 3,000

✚ Authorship to the level of four is permitted to be considered for incentives with varying proportions as given below

- If the first author is affiliated to VBIT and all other authors are from other organizations then the faculty from VBIT is entitled to 100% incentive amount as per **Table 1**.
- If the second author is affiliated to VBIT and all other authors are from other organizations then the faculty from VBIT is entitled to 80% of the incentive amount as per **Table 1**.
- If the third author is affiliated to VBIT and all other authors are from other organizations then the faculty from VBIT is entitled to 50% of the incentive amount as per **Table 1**.

- If the fourth author is affiliated to VBIT and all other authors are from other organizations then the faculty from VBIT is entitled to 25% of the incentive amount as per **Table 1**.
 - If the authorship level is beyond four then the faculty will not be entitled to any incentive amount but the publication is counted in the name of the institute.
 - If all the authors are affiliated to VBIT then the first author will be entitled to 50% of the incentive amount as per **Table 1** and all other authors are entitled to remaining 50% with equal distribution.
 - If VBIT faculty is an external supervisor for a student registered at National or International Organization, he/she can avail 100% of the incentive amount as per **Table 1** till an authorship level of 3.
 - If the first three authors of the paper are students from VBIT and fourth author is faculty of VBIT, then 100% incentive amount will be given to faculty and accordingly he/she can share with the students.
- ✚ Individual faculty may get a maximum of 3 such incentive amounts in a given academic year for their publications in any of those indexing journals under any authorship levels.

5.2. Conference Publications (National and International)

- ✚ Faculty submitting and presenting a paper at a conference will be entitled to following incentive amounts as given below on the successful submission of the proceedings, registration fee receipt, publication proof, and travel details.

Table 2 Incentives for publication in Conferences

Conference	Incentive Amount	Additional Remarks
National	Registration fee not exceeding Rs. 5,000 + Travel Allowance	Travel Allowance will be provided as follows based on the designation as ratified by university Professor: II Class AC Train Fare or Bus fare whichever is less Associate Professor: III Class AC Train Fare or Bus fare whichever is less Assistant Professor: Sleeper Class Train Fare or Bus fare whichever is less
International	Registration fee not exceeding Rs. 10,000 for conference outside India and Rs. 7,500 within India + Travel Allowance	Travel Allowance will be provided as follows based on the designation as ratified by university Professor: A consolidated amount of Rs. 5,000 for conferences within India and Rs. 15,000 outside India Associate Professor: A consolidated amount of Rs. 4,000 for conferences within India and Rs. 12,500 outside India

		Assistant Professor: A consolidated amount of Rs. 2,500 for conferences within India and Rs. 10,000 outside India
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- ✚ Faculty is entitled to incentive amount only for single National conference for a given academic year after attending and presenting a paper/poster.
- ✚ Faculty can avail incentive amount for an International Conference once in 3 years after attending and presenting a paper/poster.
- ✚ If more than one faculty from VBIT is authoring and presenting a paper at a conference then the incentive amount given in **Table 2** will be shared equally among the faculty.
- ✚ If the authors of the paper are students then the students will be given 50% of the incentive amount given in **Table 2** after attending and presenting a paper/poster.

5.3. Books/Book Chapters

Faculty contributing to a book or book chapter will be entitled to following incentive amount. A committee will decide the eligibility for the same.

Book/Book Chapter	Incentive Amount
Book-International Publisher	Rs. 15,000
Book-National Publisher	Rs. 10,000
Book Chapters- International Publisher	Rs. 7,500
Book Chapters- National Publisher	Rs. 5,000
Book Chapters through Conference	Rs. 5,000

Faculty who avail the incentive amount for attending and presenting a paper at a conference cannot claim for incentive amount for publishing a paper in a book chapter through the same conference.

5.4. Patents

A ratio of 40:60 (institute: faculty) will be shared after the successful publication of a patent.

6. Industrial Consultancy

Faculty are encouraged to work on industrial consultancy projects and a ratio of 60:40 is shared between Institution and Individual / Team respectively. All the payments for consultancy work should come in the name of Principal of the institute.

Faculty accepting a consultancy project should initially give the estimated budget along with a time required to complete the task

VBIT R&D



Date: 02-07-2021

Minutes of the Governing Body meeting held on 02-07-2021

1. Principal has welcomed all the members of the Governing Body and presented the salient feature of the institute.
2. Minutes of the Governing Body Meeting held on 29.06.2020 was approved.
3. Principal presented Action Taken Report on various suggestions given by the honourable members in the previous Governing Body meeting.
4. Dr. N.V.Ramana Rao enquired about the minimum and maximum package of the students' placements. He advised to give a comparative statement with respect to last year's performance. He also felt that faculty should be encouraged to apply for funding to conduct FDPs. He suggested to conduct a program on National Education Policy.
5. Dr. E.Saibaba Reddy enquired about the M.Tech admissions and he appealed to explore the possibility of introducing minor courses in Machine Learning, Cyber Security etc.
6. Dr. V.Kamakshi Prasad enquired about the Status of NBA & NAAC Accreditations and also about additional courses applied. He suggested that in Proposed Budget document, the amount of funds generated through consultancy may be shown separately.
7. Dr. S.K.Singh advised to take a design consultancy like Building Design, Structural Design etc. and he enquired about academic performance of the students during the pandemic. He also suggested that faculty should focus more on research activities.
8. Dr. A.Govardhan advised to adhere to University rules and regulations in all academic and administrative aspects
9. Mr. Bhanuprakash Varla suggested to improve Digital Marketing activity. He assured to the institute to conduct exclusive industry connect programs with companies like Dell, Mahindra etc. He advised to apply for GHMC third party recognition.

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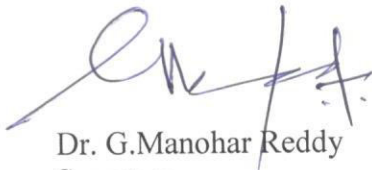
10. Principal resented Research & Consultancy Policy of the Institute and the same has been approved by the members.
11. Dr.S.Hari Krishna, Finance Officer, presented the proposed the budget for the A.Y. 2021-22 and the same has been approved.
12. Principal proposed vote of thanks to honorable members.



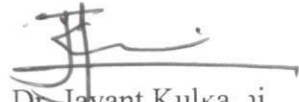
Dr. N.Goutham Rao
Chairman
Governing Body



Dr. A.Govardhan
University Nominee
Governing Body



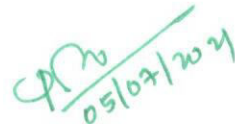
Dr. G.Manohar Reddy
Secretary
Governing Body



Dr. Jayant Kulka ni
Faculty Nominee
Governing Body



Dr. V.Kamakshi Prasad
Management Nominee
Governing Body



Dr. Pvs Srinivas
Principal & Member Secretary
Governing Body