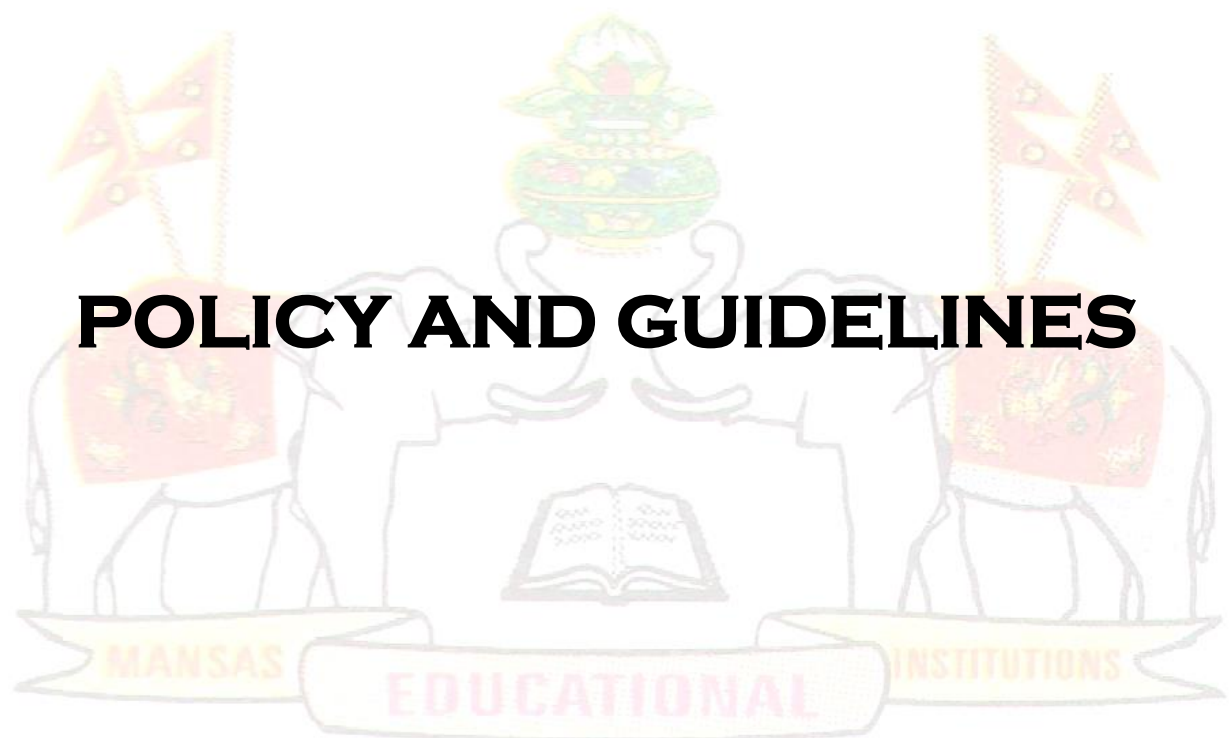


RESEARCH INCENTIVE SCHEME



POLICY AND GUIDELINES

**MAHARAJ VIJAYARAM GAJAPATHI RAJ
COLLEGE OF ENGINEERING**

**VIJAYARAM NAGAR CAMPUS, CHINTALVALASA
VIZIANAGARAM - 535005**

1. PREAMBLE

In the light of the changing economic scenario and increased thrust towards building design, manufacturing and support services capability within the country, the role of research and development is taking on greater significance. Research and development is eventually targeted towards developing new technologies meeting societal and global requirements. In addition to fundamental research in engineering and sciences, great emphasis is being given to the development of product and systems that meet these requirements.

MVGR College of Engineering is poised at the threshold of a major forward shift in terms of capabilities given the plethora of opportunities that have been thrown up following the bifurcation of the state. In this context, there is need for concerted R&D effort to better position the institution to meet these challenges.

Faculty of the institution play a vital role in making this transition from a 'teaching-only' institution to a world-class institution that fosters research and development inter-twined into teaching and learning. While faculty have to handle their regular requirements of teaching and learning, they are also increasingly being required to take up quality research and development work. Quality research and development work requires time, concerted effort and a focussed environment. The institution is committed on its part to provide the necessary environment to take up this task. In order to enthuse and motivate faculty to spend quality time in a concerted manner, the institution feels it necessary to incentivise all such R&D efforts as most often the time and effort spent in research extends way beyond the confines or the operating hours of the institute.

2. OBJECTIVES

The following are the objectives of the institution in the arena of research and development:

1. To create an environment that fosters a culture of innovation and research leading to development of processes, tools, products or services
2. To enthuse faculty to pursue and complete their PhD thereby enhancing the total number of doctorates in the institution
3. To motivate faculty to carry out quality research leading to publication in reputed journals
4. To motivate faculty and staff to continue learning further through live/on-line courses/skill training programs and thereby enhance their capabilities and exposure
5. To motivate faculty to actively guide scholars towards their PhD work
6. To motivate faculty to build strong industry-institute partnerships
7. To motivate faculty to become a sought-after resource in the state/country

3. OUTCOMES

With the above objectives in place, the institute aims at focussed efforts on the part of the administration and faculty to achieve significant and quantifiable results in the area of research and development. The following outcomes are envisaged:

1. Establishment of at least **5** centres of research through facilities established as a result of extra-mural funding
2. Development of at least **5** products/processes/services/tools as a result of facilities created through extra-mural funding
3. Filing of at least **2** patent applications preferably at international level
4. Increasing the number of faculty members in the institution with PhD to a total of **80** (approximately **1/3rd** the strength)
5. Ensuring that at least **50%** of the publications made by faculty are in reputed international journals with valid Thomson Reuters impact factor
6. Ensuring that at least **30%** of the faculty (around **25** faculty members) actively pursue MOOCs courses or certification courses
7. Ensuring that at least **20%** of the non-teaching staff take up additional skill development training and certification
8. Ensuring that at least **10%** of the faculty are actively guiding scholars (internal or external) towards their PhD
9. Ensuring that at least **10%** of the faculty build strong networking with industry as demonstrated through joint projects/case studies/consultancy etc.
10. Ensuring that at least **10%** of the faculty build strong connectivity leading to their being invited as resource persons

4. INCENTIVE SCHEMES

RPI – 1: Incentive on Extra-mural Funding Received

- Any faculty who submits and is sanctioned a funded project as Principal Investigator from any central funding agency will be eligible for a cash award amounting to **1%** of the total project sanction.
- Any faculty who submits and is sanctioned a funded project as Principal Investigator for any private agency shall include a head for remuneration to the PI in the project proposal itself after due approval by the Principal.
- The award will consist of a citation and the above cash incentive.

Note: Faculty claiming incentive under the above scheme shall submit the following documents:

- a. Form O8A duly filled
- b. Copy of Sanction Order

RPI – 2: Incentive on Patents/Copyrights Awarded

- Any faculty who files for and is awarded a patent will be eligible for the following incentive:
 - Rs. 50,000 for a National Patent

- Rs. 1,00,000 for an International Patent
- In addition to the above, all patenting charges will be reimbursed/borne by the institution
- Any faculty who files for and is awarded a copyright will be eligible for the following incentive:
 - Rs. 25,000 for a National Copyright
 - Rs. 50,000 for an International Copyright
 - In addition to the above, all copyright filing and search charges will be reimbursed/borne by the institution
- The award will consist of a citation and the above cash incentive.

Conditions: *The following terms and conditions shall apply for the above:*

- a. *Any patent that demonstrates application of technology leading to the development of an innovative product or enhanced functionality of an existing product alone shall be considered for the scheme*
- b. *Non-technology based product patents shall not be eligible for the above scheme*
- c. *Products/processes/specific software etc. developed and copyrighted shall be considered for the above scheme if they significantly demonstrate technology development*
- d. *Books/manuals/lecture notes/monographs will not be eligible under the above scheme*

Note: *Faculty claiming incentive under the above scheme shall submit the following documents:*

- a. *Form 08B duly filled*
- b. *Copy of the Patent/Copyright*
- c. *Copy of documents filed for claim of patent/copyright*

RPI – 3: *Incentive on Being Awarded PhD*

- Any faculty who is awarded PhD in the academic year of the incentive scheme will be eligible for an award in recognition of his/her receiving PhD.
- The award will consist of a citation and a medal of honour.

Note: *Faculty claiming incentive under the above scheme shall submit the following documents:*

- a. *Form 08C duly filled*
- b. *Copy of the Provisional Certificate*
- c. *Copy of Proceedings leading to award of PhD*
- d. *Copy of Original Degree (if issued already)*

RPI – 4: *Incentive on Publications*

- On publishing a research paper in refereed **INTERNATIONAL JOURNAL** with a valid Thomson Reuters (TR) impact factor (as listed in the latest version of the Journal Scitation Report), faculty will be eligible for an incentive of **Rs. 8,000/-** for each publication.
- In pursuance of the above, for each publication in a journal with TR impact factor greater than 1.0 (for engineering related journals) and 2.0 (for science related journals), faculty will be eligible for an **additional** special incentive of **Rs. 8,000/-**
- For all publications that do not carry TR impact factor but which are published in journals listed in the latest Journal Scitation Report issued by Thomson Reuters, faculty will be eligible for an incentive of **Rs. 4000/-** for each publication.

- For publication in reputed peer-reviewed journals that are neither listed in the JCR nor carry a TR impact factor but have been in existence for more than 50 years, faculty shall be eligible for an incentive of **Rs. 16,000/-** (being treated on par with a paper having TR impact factor in excess of 1.0 for engineering journals and 2.0 for science-related journal). The Board of Studies for each stream shall shortlist and ratify all such journals. The collated list will be available with Dean (R&D). Only publications in these listed journals will be considered for the above incentive.
- For publication in reputed **INTERNATIONAL CONFERENCE**, faculty will be eligible for an incentive of **Rs. 6000/-** in addition to full registration fees and partial travel support (to be decided on case-to-case basis). All such support and incentives shall only be valid for well-established and reputed conferences such as IEEE, ASME, ASCE etc. that have been on-going for at least 20 years and held overseas. No international conference held in India will be considered for the incentive. The concerned faculty should have attended and presented the paper at the conference for being eligible for the incentive. The Board of Studies for each stream shall shortlist and ratify all such reputed conferences. The collated list will be available with Dean (R&D). Only publications in these listed conferences will be considered for the above incentive.
- Mere listing in any other database such as Scopus/EBSCO etc. as well as being published by popular publishing houses such as Elsevier/Springer/Taylor & Francis etc. will not constitute eligibility for consideration of incentive.
- Articles in press will not be considered for incentive. The same can be submitted for consideration once the article is published.
- The amount of cash award will vary according to the order of authorship (First Author – 100%, Second Author – 75%, Third Author – 50% and Fourth Author – 25%). Beyond fourth authorship, no consideration will be given for award of incentive.
- The award will consist of a citation and corresponding cash incentive.

Note: Faculty claiming incentive under the above scheme shall submit the following documents:

- a. Form 08D duly filled for Journal publications and Form 08E for Conference publications
- b. Copy of the publication
- c. Proof of listing in the latest Journal Scitation Report
- d. Proof of TR Impact Factor
- e. Proof of registration fees paid (for conference publication)
- f. Proof of presentation at conference (for conference publication)

RPI – 5: Incentive on Continuing Education

- Faculty who register, complete and get certified for any MOOCs course or other on-line courses at national or international level will be eligible for an incentive of **Rs. 4000/-** for a course offered at **national level** and **Rs. 8000/-** for a course offered at **international level**. In addition to the above, the registration and certification fees incurred by the faculty will be reimbursed by the institution.

- The duration of the course (national or international) shall not be less than 30 hours to be considered for incentive.
- Faculty who register, complete and get certified in any skill training program/software will be eligible for an incentive of **Rs. 4000/-** for any certification given by an **Indian private limited company**, **Rs. 6000/-** for an **Indian government body certification** and **Rs. 8000/-** for certification by an overseas **multi-national company** or **international organisation**. In addition to the above, the registration and certification fees incurred by the faculty will be reimbursed by the institution.
- The duration of the skill development program shall not be less than 30 hours to be considered for incentive.
- For all **non-teaching staff** who undertake skill development training leading to significant up gradation of their skills enabling them to take up external fabrication or consultancy works will be eligible for an incentive of **Rs. 10,000/-** for each such course. In addition to the above, the registration and certification fees incurred by the staff member will be reimbursed by the institution.
- The duration of the skill development program shall not be less than 60 hours to be considered for incentive. In addition, the staff member should also submit a draft proposal in collaboration with an external agency or industry or other such body seeking to take up jointly some fabrication or development work. An expression of interest to this effect needs to be submitted from the external agency. The staff member will be considered for the incentive only subject to fulfilling the above.
- For all **non-teaching staff** who undertake skill enhancement training in tools vital for the functioning of the institution such as Tally, ERP, MS Office, Oracle Database etc. leading to demonstrated competence in the same will be eligible for an incentive of **Rs. 5,000/-** for each such skill. In addition to the above, the registration and certification fees incurred (if any) by the staff member will be reimbursed by the institution.
- The award will consist of a citation and corresponding cash incentive.

Note: Faculty/ staff claiming incentive under the above scheme shall submit the following documents:

- a. Form 08F duly filled for Faculty and Form 08G for Non-teaching staff
- b. Proof of course registration
- c. Proof of course and certification fees paid (if any)
- d. Proof of course completion and award of certification
- e. Details of course content covered and duration
- f. Draft proposal for implementation of skills and Expression of Interest by external agency (for non-teaching staff)

RPI – 6: Incentive on Research Guidance

- Faculty who serve as guides (main supervisor or co-supervisor) for any candidate registered for PhD in a state or central university will be eligible for an incentive of **Rs. 10,000/-** and **Rs. 20,000/-** for a candidate registered for PhD

in a university of repute such as NIT, IIT, IIIT or BITS for every candidate who completes and is awarded PhD under his/her guidance.

- The award will consist of a citation and corresponding cash incentive

Note: Faculty claiming incentive under the above scheme shall submit the following documents:

- a. Form 08H duly filled
- b. Proof of registration as main or co-supervisor
- c. Proof of award of degree

RPI – 6: Incentive on Industry Networking

- Faculty who take up internship at any industry relevant to their field of teaching or research will be sponsored by the institution for the entire period of their internship in terms of travel, accommodation and other expenses.
- In addition, they will be eligible for an incentive of **Rs. 10,000/-** if they are able to demonstrate serious level of interaction with members of that industry in terms of joint projects or consultancy discussions or collaborative training programs organisation.
- In order to be considered for the incentive, a detailed report to this effect shall be submitted by the faculty giving details of the concerned point of contact in the industry and the nature and extent of the collaboration work undertaken.
- The award will consist of a citation and corresponding cash incentive

Note: Faculty claiming incentive under the above scheme shall submit the following documents:

- a. Form 08I duly filled
- b. Proof of completion of internship
- c. Details of industry point of contact
- d. Proof of collaborative work executed

RPI – 7: Incentive on External Recognition

- Faculty who render services as resource persons at other organisations will be eligible for incentive according to the nature of expertise.
- Faculty presented invited lectures (one-time) at any Tier-I institution (such as NIT, IIT etc) will be eligible for an incentive of **Rs. 10,000/-** and **Rs. 5,000/-** if invited for the same at any Tier-II institution (autonomous colleges or other private colleges).
- Faculty who are invited to chair a session at a reputed international conference as mentioned earlier will be eligible for an incentive of **Rs. 20,000/-** in addition to partial travel support (on a case-to-case basis).
- Faculty who are on the editorial board of any journal listed in the Journal Scitation Report will be eligible for an incentive of **Rs. 20,000/-** for being appointed to the board.
- Faculty who receive recognition from any reputed national or international organisation will be eligible for an incentive of **Rs. 10,000/-** for each such award.
- The award will carry a citation, a medal and the corresponding cash incentive.

Note: Faculty claiming incentive under the above scheme shall submit the following documents:

- a. Form 08J duly filled

- b. *Invitation letter from external agency*
- c. *Proof of presentation at external event*
- d. *Proof of recognition or award received*

5. TERMS AND CONDITIONS

- In order to be considered for incentive, faculty and staff are requested to fill in the corresponding application form and submit all required documents.
- Incomplete applications will strictly not be processed and will be returned.
- Faculty/staff submitting applications for incentive shall carefully check and ensure that the same has not been awarded incentive earlier.
- The decision of the scrutinising committee chaired by Principal will be final and binding on all claims for incentives. No correspondence for consideration of rejected applications will be entertained.

