



RESEARCH AND DEVELOPMENT POLICIES AND GUIDELINES

The management is desirous of making a quantum jump on its Research and Developmental front. Quality Research coupled with integrity and loyalty is the mantra for all developments. Every research project should be **outcome based**, be it big or small ultimately leading to the **development of new products or processes with an objective of patenting.**

The incubation centres, New Gen-IEDC projects and Seed Money projects are to be fully availed by the faculties. Extreme focus is emphasized on research publications in *international and national top ranking journals.*

Nehru Group of Institutions is all set to bring in an atmosphere of dedicated and intensive research in all its campuses and an in-built innovative research culture among all its faculties. The UG and PG research has to assume enough prioritization with an alarming sense of creativity among students.

Governing Policy

Faculties are advised and encouraged to register for doctoral programmes with a view to have almost all faculties with Ph. D degree. The concerned Principals will give them a deadline for registration. Faculty members registered for Ph.D can avail 8 days out of 16 OD leave in an academic year for the course work.

Faculties are encouraged to speed up their higher studies or guideship from the affiliated universities. Faculties are motivated to utilize the incubation facilities under Nehru Group of Institutions. It is desired that every faculty who have **doctoral degree should hold a minimum of one funded project from State / National Funding Agencies.**

Faculties are duly motivated to identify and take up inter disciplinary research in their chosen field of specialization.

Institutional Policies on Financial Assistances

Conferences / Seminars / Symposium / workshops participation within India

The faculty shall be permitted to participate in Seminars / Conferences / Symposium / Workshops organized within India and are entitled to claim the registration fee subject to a maximum of Rs.2000/- per event. The management will also reimburse 50% of the cost on TA and DA. (Subject to a maximum of Rs.7000/-) Every faculty member can avail the facility twice in a year. This facility is applicable to only standard Conferences & Symposiums like IEEE, ASME, etc.

The quality of event will have to be assessed by the committee and the faculty has to submit a detailed report of the work. The approval for the above is subject to the consent of the Head of the department, Principal & the Executive Director.

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Conference / Seminars / Symposium / workshops participation outside India

In respect of participating in conference / seminars / symposium / workshops outside India. The management will provide the additional OD leave required for the purpose.

Eligibility criteria for the claim:

- ✓ He/she should be an outstanding researcher of the college
- ✓ Faculty member should have put in a minimum of 1 year service at the Nehru Group of Institutions.
- ✓ The faculty should have submitted research paper through the Principal / Management and it should have the acceptance by the organizers of the Conference / Seminar for the presentation either oral/poster.
- ✓ The paper should finally appear in a reputed Scopus / SCI / UGC care journal.
- ✓ The Proposal for participation should be submitted along with a copy of the article, the letter of acceptance and the letter of invitation for presenting the paper.
- ✓ In case of joint publication, only the Principal / Main author is eligible.
- ✓ The paper should have the quality clearance by the internal expert committee duly constituted by the Head of the department / Principal.
- ✓ The proposals should be submitted in the format prescribed and with the recommendations of the HoD / Principal.
- ✓ The claim bill should invariably accompany the original bills of registration fees, travel and lodging receipts.
- ✓ The faculty should also submit an undertaking that he/ she will serve for the Nehru Group of Institutions for a minimum of one academic year post participation.
- ✓ Registration fee up to Rs.10, 000 /- and 50% of TA shall be paid by the institutions.
- ✓ Maximum of two faculty members in a year from each institutions can avail this facility.

Publications

Books - International

For Text / Reference books authored by a single faculty, published by a reputed international publisher (Tata McGraw hill, Practice Hall, Wiley Eastern ltd, etc.) The author is eligible for a lump sum incentive of Rs.10, 000/-. However, if the number of authors are more in number the same amount shall be divided among the faculties. Besides this, the management will issue a certificate of appreciation for quality publications.

Only the books published by the renowned publishers shall be considered.

Books - National

For text and reference books authored by a single faculty, published by a reputed national publisher, the author is eligible for a lump sum incentive of Rs:6000/-.

Publishers should be a reputed agency.

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Books - Local

For Text/ Reference books published by local publisher and authored by a single faculty, the author is eligible for an incentive of Rs.3000/-. If the books are authored jointly by two faculties, the senior author will be eligible for an incentive of Rs.1500/- and the second author Rs.1500/-. In case, the books are authored jointly by more than two faculties, the total amount shall be shared by them.

Articles - International

For the publication of works in reputed International Journals (Scopus / SCI/ UGC Care) the author is eligible for an incentive of Rs.5000/- for a single authored paper. In case of joint publication by two authors, the 1st author will be eligible for an incentive of Rs.3000/- while the second author is eligible for Rs.2000/-. Articles authored by more than two faculties, the amount shall be shared by them.

Articles - National

For publishing the works in reputed National level Journals (Scopus/ SCI/ UGC/ Care) the author is entitled for an incentive of Rs.3000/- if it is a single authored paper. If the paper is written by two authors, the 1st author will be entitled for an incentive of Rs.2000/- while the second author for Rs.1000/-. In case of papers published jointly by more than two authors, the 1st author is entitled for an incentive of Rs.1500/- while the second and subsequent authors will be entitled for Rs.750/- each.

If the paper publications charges in all the above cases are borne by the management, then the above mentioned incentives stands cancelled.

The incentives mentioned above are applicable to the articles published by UG & PG students also. In addition, the management will issue a certificate of merit to the student.

Eligibility Criteria for the claim

- ✓ The faculty should have put in a minimum service of one year at the Nehru Group of Institutions.
- ✓ All publications and research papers should have the quality clearance by an internal expert committee duly formed by the management. (Plagiarism check is the must)
- ✓ The manuscript of the articles / books should have been forwarded through the concerned HOD and Principal.
- ✓ A copy of the manuscript of the article / book should be submitted to the institution.
- ✓ Publications in either Science Citation Index (SCI), WEB of Science or SCOPUS Indexed or UGC referred journals will only be considered for the incentive.
- ✓ All the papers should have copyright form and to undergo Plagiarism check.
- ✓ Author should also give an undertaking to the management that he/she will serve to the Nehru Group of Institutions atleast for a period of one year after receiving any such incentive.
- ✓ The affiliation must be to any one of the institutions of Nehru Group of Institutions.
- ✓ The payment proposal should come along with the reprints of articles published in the prescribed format and forwarded with the recommendation of the concerned HOD / Principal/ ED.
- ✓ In all these publications, all the NGI institutions should participate.

Patent

The management will be very much happy to encourage Research / Innovations / Patenting. A lump sum amount of Rs.20,000/- will be provided as incentive for each patent granted. If the patent development is done jointly, the faculties will equally share the amount within them. The proposal for claim should contain all such necessary supporting documents and should be forwarded through the HOD and the Principal concerned

If the patent filing expenditure is borne by the management then the incentive may be withdrawn.

External Funding

The management will be pleased if the faculty brings in external funding. For projects exceeding Rupees one lakh funding, the faculty is entitled for an incentive of 2 % of the total grant obtained. However, the incentive is limited to a maximum of Rs. 25, 000/-. The proposal for claim should be accompanied by the sanction certificate and all such supporting documents.

The internal or the Seed Money projects or any project funded by NGI are not entitled for this incentive.

PG Research Scholars and Ph.D Scholars

Candidates admitted to M.Tech and Ph.D on a full time basis should maintain a minimum of 75% attendance which includes short term trainings, workshops, seminars, and conference etc., attended by them duly recommended by the guide/supervisor and with the prior approval of the Principal concerned.

Part Time Ph.D candidates shall report to the Supervisor at least thirty days in an academic year. This period may include public and other holidays. In case of shortage of attendance for a candidate due to availing of leave on medical grounds, his / her minimum period of research shall be extended accordingly but within the maximum eligible period of research.

The scholars shall be permitted to undertake research jointly with the experts from outside colleges / industries with the approval of the research guide and with the permission of the Principal concerned by submitting the on duty forms.

Each Ph.D. scholar has to undergo course work by physically attending the classes.

The guide and the research scholar are advised to see that every PG/ Ph.D / research projects leads to at least one quality research publication in a highly indexed National / International Journal in a year.

It is also desired that all under graduate research projects of the final year students should be converted into a reputed journal paper (UGC Care etc.,)

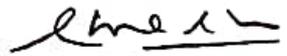
Institutional Support through infrastructure

For projects of internal nature, the management may consider providing seed money through the processing of eligible and beneficial projects. The management will provide the available basic infrastructure facilities of Nehru Group of Institutions for both internally funded projects as well as externally funded projects.

NGI rules and regulations

1. In all the above cases, the decision of the management will be final. The scrutiny, screening and selection will be done by the management as per the norms and procedures formed from time to time.
2. All the above incentives are applicable only to regular employees of Nehru Group of Institutions and not for faculties engaged on contract basis or as visiting faculties.
3. Each faculty is expected to register their proficiency atleast in areas like Patent, Research Publications, Funded Project, Seed Money Project, Incubation Centre etc.
4. No publication in fake journals will be counted for any recognition or reward.
5. All research paper should be sent through the HoD concerned after plagiarism check.
6. Before submission of a Thesis for M.Tech or Ph.D the candidate should make a presentation of his/her work in a meeting of all faculty members concerned for a thorough discussion, in the presence of the guide and the HoD.
7. Contribution of faculty members in all these areas shall be one of the yard stick for considerations of annual increment or appraisal.

Note: Latest amendments will be effective from the academic year 2024- 2025.


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