

Research & Development Policy

1. PURPOSE

This research policy aims to bolster the research environment and generate quality output in terms of contribution to academic fraternity, society, and the nation at-large. The purpose of this policy is to frame a broader framework for motivating researchers including faculty and students for contributing to research and development output of Indus university. This document outlines the activities related to research; the purpose of research policy is to instill a pulsating atmosphere of research among faculties, student and staff.

2. SCOPE

This policy is applicable to any research carried out in Indus University in the field of Science and Humanities, Engineering and Technology, Information and Communication Technology, Management, Design and Architecture. This policy strongly encourages multidisciplinary research which may result in holistic impact and contribute in the process of making of "Atmanirbhar Bharat". The physical infrastructure and human resource can be optimally utilized for improving the research and development output. Research goals can be met through collaboration with leading research and development organizations in India and abroad. This policy aims to promote outcome based research culture while maintaining quality and integrity in its processes.

3. OBJECTIVES

- To encourage the interdisciplinary research, identify and develop opportunities for faculty, students and staff to engage in research.
- Encourage research in terms of applications, solving industrial problems, meet market needs, and contribute in making a vibrant society.
- To collaborate (both formal and informal) with premier research organizations in India and abroad for overcoming the limitation in terms of physical resources.
- To ensure publications in high quality/high impact factor peer-reviewed journals.
- To strengthen and upscale centralized research facilities sequentially.
- To encourage researchers for participating in conferences, build professional network, share and update knowledge in various research domains.
- To support the aspiration of research scholars by empowering them to pursue their own research goals via effective research collaboration.

4. CUSTODIAN OF POLICY

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All research related activities and policies in Indus University are governed through the office of Dean, Research and Development. The Office of Dean Research and Development functions under the Executive President of Indus University, Ahmedabad. The Office of Research and Development is supported by various committees as specified separately in IU – Ph.D. policy. This research policy will be updated from time to time with consultation of various stake holders namely, students/scholars, (OSD-R&D), Academic Research Council, DRC, Directors, Deans, HoDs, Academic Council.

5. NEED FOR UNDERTAKING RESEARCH

Faculty members, research scholars, and students of each academic department are encouraged to undertake research that will enrich our academic knowledge and address in solving existing societal problems. The research work should result in patents, products, improving existing processes/practices, quality publication in peer-reviewed reputed journals, presentation in National/Internal conferences. The research cell will organize faculty development programs/expert talks/IPR awareness session and other activities for knowledge enhancement. Nothing in this policy should be viewed as a barrier to discourage a researcher from pursuing his/her research goal(s).

6. RESPONSIBILITY OF RESEARCHER

Each research guide/co-guide/mentor must be aware of his/her responsibilities. Under no circumstances, he/she should not indulge himself/herself in any form of unethical activities. Faculty members and research scholars must know about the research problem, health and safety procedure, Dos and Don'ts as posted in each laboratory. Faculty members and researchers must comply with approved research policy, financial and ethical practices.

7. RESOURCES

The university will provide research fellowship to selected scholars to promote research in major thrust areas based on the recommendation from Dean-R&D and approval from the Executive President or equivalent. The research fellows/staff may be assigned of teaching/Laboratory load not exceeding 8 hours per week in addition to his/her research work. The research fellow will be encouraged to pursue Ph.D. in the field of his/her interest. The progress of the research fellow shall be assessed annually for appraisal and periodically by the supervisor/mentor/co-guide.

8. RESEARCH MANAGEMENT

All research related activities shall be managed/coordinated through the office of R&D with required approval(s) from the Executive President or equivalent. The office of R&D shall be responsible for all research related activities. The university will support research-based education and extend library and other infrastructural facilities to all researchers.

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9. DATABASE

The university expects all research outputs will be publicly available. Hard copy of all dissertations will be stored in library for public viewing. All Ph.D. dissertations shall be digitized (Soft copy) and uploaded to Shodhganga as per UGC guidelines for public access. The office of R&D will keep records of R&D outputs and activities.

10. UNDERGRADUATE, POST GRADUATE, and DOCTORAL RESEARCH

The university offers assistance (both physical (infrastructure/Lab/Library) and financial) and financial support to selected students for mini-project/PoC/Startups conducted either on-campus or offsite as per their respective academic curriculum. Selected students are eligible to get a grant of maximum of 2 Lakhs from Indus Center for Startups, innovations, and incubation (ICSII) which is in collaboration with Students Startup and Innovation policy (SSIP), Government of Gujarat. Students are assigned a guide/mentor to supervise their project work. Students are free to work either on in-house projects or in industries/research laboratories/research organizations etc. either in India or abroad. Indus university encourages students to apply for research grant/project funding from funding agencies/industries.

11. INITIATIVES FOR PROMOTION OF RESEARCH IN INDUS UNIVERSITY

In order to meet and fulfill research & development objectives, INDUS university has adopted following initiatives, which encourages research and innovation.

For Faculty

- 1. Research Emphasis on Recruitment of Faculty:** Indus University strongly encourages faculty at all levels to contribute in research and development activities; wherein besides teaching, emphasis is also given in terms of paper publication, patents/copyright, effective guidance to research scholars, sponsored research, startup and proof of concept (PoC) projects, and consultancy projects.
- 2. Performance Award Schemes (PAS):** Indus University has a unique policy under which faculty members are rewarded based on the following research activities: -
 - Award of sponsored research and consultancy projects from external funding agencies.
 - Publication of papers/books/book Chapters/Case studies/SCIE /ESCI/Scopus/UGC Care (UGC Care specially for Non-Technical Departments)/Institute Journal.
 - Supervising Ph.D. students, Patent Filing, presenting and publishing paper/case studies in conferences/symposium.
 - Certification programmes attended by the faculty.
- 3. Financial incentives to Ph.D. Guide/Co-Guide:** All Ph.D. Guides and Co-Guides shall be given an annual incentive of Rs. 12000 and Rs. 6000 per research scholar, respectively subjected to the satisfactory performance of the research scholar(s) as

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per the DRC report. In case, the progress of the research scholar is not satisfactory then no incentive shall be given. The OSD Chairman / Dean (R&D) will recommend to the EP/VC for approval of the incentive to guide/co-guide.

4. **Non-financial incentives to Ph.D. Guide/Co-Guide:** Work load of 1 hour per day per scholar shall be considered.
5. **External Funding:** It is mandatory for each department to submit at least one project proposal per year to any government funding agency for external funding.

a.): Incentive for External Funding: The PI/Co-PI/Team members is / are entitled to an incentive of 1% of the value of proposal (to be equally shared in case there are more than one coordinator) subject to the maximum of Rs. 10,000 (to be shared equally among team members) upon receipt of grant by Indus University.

b.): The Coordinator (s) is / are entitled to an incentive of 1.5%, subject to maximum of Rs. 10,000/- (Ten Thousand only) of the value of proposal (to be shared in case there are more than one coordinator). Once the proposal is approved by approving international funding agency and receipt of grant.

In case of non-completion of the project or return of the funding amount due to reasons the incentive amount will be recovered from the PI/Co PI/Team members/Coordinators etc. Also if PI/Co PI/Coordinators or team members discontinue their services with the department /University or their services are discontinued prior to the completion of the project the incentive amount will be recovered during their final settlement.

6. **Publications**:**

Indus University encourages all researchers in publishing articles in reputed per reviewed journals having "International Standard Serial Number" (ISSN) or International Standard Book Number" (ISBN). Authors from Indus University should be careful in selecting journals for publishing their results and findings. Authors should refrain from publishing in useless journals which are not listed in the UGC-CARE list. Authors are strongly motivated to publish in journals which are indexed by: Scopus, Web of Science, and Pubmed and evaluated by journal citation report (JCR), Science Citation Index (SCI), Social Science Citation Index (SSCI), SCImago Journal Rank (SJR). The NIRF ranking of a university depends on the quality of research publications in reputed journals with high citations and good impact factor. Faculty members may get the urge to publish their valuable data in useless journals to meet the academic target with ease. This devalues the research output of the university adversely affect the NIRF ranking. Therefore, it is strongly discouraged all faculty fraternity from publishing in bogus journals which mostly publishes poorly written articles on payment basis.

The correspondence must follow the ethics code of conduct and refrain from indulging into any form of plagiarism. Appropriate actions will be taken if any faculty member from Indus University is found guilty of plagiarism including termination of service and/or impose hefty fine. He/she should ensure that all authors in the communicated journal publication have agreed to the final manuscript and due credits are given to

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all authors who have contributed in the research work and acknowledge the contributions of others agencies (financial/non-financial). Author(s) from Indus University must ensure to mention their following affiliation in the manuscript:

Department's name, Institute's name (optional), Indus University, Rancharda, Ahmedabad, Gujarat 382115, India.

(Note: "Indus University" must appear in all manuscripts published by authors from IU)

To create a healthy research environment and motivate faculty members to excel in R&D, Indus University offers following incentives to all full-time faculty members (including those in probation period):

a) Incentive of Rs. 2,000/- for paper publication in UNPAID International Journal (SCI) and ABDC/SCIE/AHCI/VEY Business publications/Harvard Business Review/ Book Chapter may be paid to the author who is working as a full-time faculty member/including those in probation of Indus University. The publication amount will be granted only if the name of Indus University is mentioned in the paper as author's affiliation.

- 100% in case of single author from IU.
- Shared equally in case of multiple authors within university
- No incentive will be paid to co-authors from outside IU

b) In case of Book publications, the incentive of Rs. 10,000/- will be paid to author(s). The publication amount will be granted only if the name of Indus University is mentioned in the book as author's affiliation. The incentive shall be shared by the faculty members of Indus University as follows:

- 100% in case of single author.
- Shared equally in case of multiple authors from IU.
- No incentive in case of authors from outside IU

****The publication details are to be updated in Google Scholar/Research Gate which is to be attached as a printout at the time of applying for incentive.**

7. **Ethical code of conduct:** Indus University strongly discourages all unethical code of conduct in research namely, plagiarism of data, information, idea, literature and even self-plagiarism. Copying data/information from UG project report/PG thesis (i.e. without ISBN) of any student is considered as an unethical code of conduct. Indus University strongly encourages researchers to not compromise with their principle of honesty and integrity in research. All researchers of IU must take prior permission from Indus University before proceeding with research work that involves conflict of interest. It is mandatory for all researchers to disclose to all relevant agencies including journals, publishers of any potential conflict of interest.
8. **Professional Development Allowance (PDA):** Faculty members will be given Professional Development Allowance for presenting paper in conference as per the following.

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a) Conferences in India: For presentation of research papers in conferences within India, the regular faculty member (presenting author) of Indus University is eligible for:

- i. Maximum of Rs. 20000/- (including registration fee, TA and DA) per year.
- ii. Duty leave shall be granted as per Human Resource (HR) Policy of Indus University. Faculty availing the same need to continue service with University for a minimum period of 03 years. Faculty availing the allowance and discontinuing or being asked for discontinuation of service as per clause of appointment prior 03 (three) years of service will need to return/adjust the allowance money with the full and final settlement.

b) Foreign Conference: For presentation of research paper in international conference outside the country, the faculty member of INDUS shall be eligible for:

- i. 50% of conference registration fee subject to a maximum of Rs. 10,000/-
- ii. One-way airfare to the foreign destination of the conference.
- iii. The regular faculty members of Indus University shall be eligible to attend conferences in abroad once in every three years along with the duty leave.
- iv. Faculty availing the same need to continue service with University for a minimum period of 05 years. Faculty availing the allowance and discontinuing or being asked for discontinuation of service as per clause of appointment prior 05 (five) years of service will need to return/adjust the allowance money with the full and final settlement.

9. Intellectual Property Rights (IPR) Filing: Indus University strongly encourage researchers to file patents, copyright to safeguard their scientific research and innovation. For this purpose, the university shall organize IPR awareness session to educate researchers on the process for filing IPR cost, and time required to grant a patent. The research policy of Indus University aims to promote and support innovators to convert their innovation into IP. To boost the IP filing rates, Indus University aims to ease the process for filing patents/copyrights and provide financial award to innovators. Faculty are encouraged to file patent and all expenses for filing patent will be borne by Indus University in which Indus University shall be an applicant of the patent. The office of Research and Development in Indus University shall provide IPR related information to all inventors. Inventors from Indus University are strongly encouraged to have "Indus University" as one of the applicants.

a) Award / Granting of Patent: Once the patent has been granted / awarded, the faculty members (s) will receive an incentive of Rs. 5,000/- (To be shared equally among all inventors from Indus University).

b) There is no maximum limit on the number of patents filed by an individual / team/year.

c) Indus University will bear all expenses for patent filling by UG/PG students and research scholars where Indus University is an applicant.

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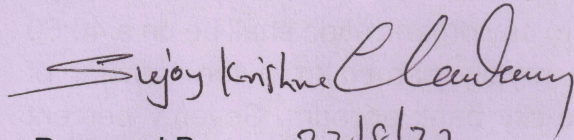
10. **Project Support:** Faculty members will be entitled to the project support in case of prototype and process testing subject to review and recommendation by the Office of Research and Development, Indus University.
11. **Travel Support:** TA/DA for project presentation as per University policy shall be given to every faculty if not given by funding agencies. This support is valid for traveling within India.
12. **Consultancy:** Refer to IU consultancy policy.
13. **Transfer of Technology:** The revenue generated from the transfer of technology (developed and granted to IU as an applicant) to any organization shall be on a 40:60 sharing basis, with 60 in favour of IU. The royalty earned from the transfer of technology shall be deposited to Indus University bank account. Seventy percent (70%) of the royalty amount shall be shared equally among all inventors (irrespective of their current affiliation) and remaining 30% of the amount shall go to the university. In case of any dispute on money sharing among the stake holders, the decision by the Executive President/Vice Chancellor shall be considered as final. The office of R&D will execute the transfer of technology as per the request of inventor(s).
14. In order to encourage research among the faculty members, Indus University will provide financial appreciation incentive of Rs. 15,000/-, Rs. 10,000/- and Rs. 5000/- (first, second and third position holder respectively) and certificate of appreciation to those who have performed exceptionally well. The Office of Dean Research and Development, IU will nominate faculty member(s) on the recommendation of HoD / Director to the Executive President/Vice Chancellor of Indus University for approval. The decision of the Executive President / Vice Chancellor of Indus University shall be final. The same will be an yearly activity.
15. **Young Researcher Award:** On recommendation from the Dean (Research and Development) and approval from the Executive President, best young researcher award consisting of a Certificate of Appreciation and a cash award of Rs. 15,000/- , Rs. 10000/- and Rs. 5000/- (to first, second and third position holders respectively) will be given to an Indus University staff (including contractual) annually for best research performance in terms of number of publications, cumulative impact factor of Scopus/SCI/Web of Science/UGC CARE journals, number of patents, and research funding received. If none of the faculty members are found suitable, then none shall be awarded. To qualify for young researcher award, his/her age must be less than 30 years and must have worked at Indus University for a minimum of 1 year.
16. **Duty leave for conducting research:** Duty leave shall be granted to faculty members (including those pursuing Ph.D.) for conducting research outside Indus University. No financial support shall be given for the same. Executive President/Vice Chancellor will be the final authority for the sanction of the same on recommendation of Dean Research and Development.
17. **Faculty visiting abroad for conducting research:** Duty leave shall be granted for a maximum period of 6 months with prior approval from the Executive President and No objection from the HoD/Director to encourage international collaboration. No financial support shall be given for the same.

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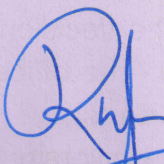


18. For all mentioned activities, awards, financial support, incentives, allowances, leave, TA/DA the final approving authority will be the Executive President/Vice Chancellor. The Executive President/Vice Chancellor after recommendations of office bearers may constitute a committee as per the requirements and need to obtain necessary recommendation, prior coming to a decision.
19. The Management reserves the right to take a decision over and above the R&D policy in special cases considering its merits and in the interest of the university.

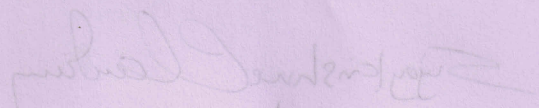


Prepared By:
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(Dr. R. K. Singh)
Registrar




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