

Policy Title	Research Promotion Policy			
Policy Number	VU/Research/Policies/2020-21/01			
Functional Field	Research			
Related Policies	1. Research, Consultancy and Extension Policy 2. Research Mobilization Policy 3. Plagiarism Policy			
Responsibility of	1. Office of Director Research 2. Office of Director IQAC			
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Revision History			
Number	Date	By	Main Changes
Revision # 1			
Revision # 2			
Revision # 3			
Revision # 4			
Revision # 5			

Contact office: Office of Director Research

Email address :

1. Director Research: director.research@vupune.ac.in
2. Research Coordinator: researchcell@vupune.ac.in

Phone Number

1. Dr. Prasad Gokhale (Director Research): 9823388933
2. Dr. Yogesh Suryawanshi (Research Coordinator): 9421328386

POLICY TITLE

Vishwakarma University Research Promotion Policy

1. PURPOSE

The purpose is to describe the policies and procedures for promoting the research activities undertaken by VU personnel including but not limited to faculty members, researchers, students, other employees of VU.

2. SCOPE OF APPLICATION

The policy is applicable to all the VU personnel including but not limited to faculty members, researchers, students, other employees of VU.

3. POLICY STATEMENT

Vishwakarma University is committed to foster the research culture by inculcating research aptitude among all the stake holders including but not limited to faculty members, researchers, students, other employees of VU. To achieve this goal VU is committed to provide support in the form of various initiatives including but not limited to: (a) Faculty Deputation for Training/ STTP/ Workshops/ Seminar, (b) Financial Support for Publication, and (c) Mobilization of Resources.

4. PROCEDURE AND RESPONSIBILITIES

4.1 Faculty Deputation for Training/ STTP/ Workshops/ Seminar

The Research Initiative Cell (RIC) is setup with the intension of promotion of excellence in the research initiative, and training activities. Each faculty provides the details of need identification for the Training/ STTP/ Workshops/ Seminar that faculty member which to attend. These details are sent to Director Research through the Coordinators of RIC appointed under each Faculty / Department. Based on the details received for each faculty member Office of Director Research arranges the Training/ STTP/ Workshops/ Seminar / Lecture Series.

Procedure for applying for Training/ STTP/ Workshops/ Seminar

Based on needs of individual faculty members faculty members can apply for Training/ STTP/ Workshops/ Seminar.

- a. The prior approval for deputation and expenses needs to be taken.
- b. The deputation cost includes the registration, travel, and other expenses, if any, for the faculty training.
- c. For events within India the faculty will be considered for providing TA/DA at actual along with the On-Duty leave for the days required.

OR

- d. For the events outside India the faculty will be granted On-Duty leave. The expenses incurred on Travelling, Food, Accommodation, etc. will be granted in full / partial based on the recommendation of Dean and approval of Vice Chancellor. These expences can be granted through the RD Fund.

4.2 Financial Support for Publication

Vishwakarma University promote faculty members to publish paper in high impact factor journal / International Conference which are indexed by Scopus / SCI / etc. Norms for publication support are mentioned in (Annexure – I)

Procedure for applying for Publication

For a faculty publishing a paper in high impact factor indexed journal / Conference publication charges at actual or the cap defined by VU will be considered for sponsorship by the University. The sponsorship will be granted based on the scrutiny process.

1. Faculty members should send application to Director Research through the Head of Department.
2. Upon receiving the request from faculty members, Director Research will recommend formation of Scrutiny Committee.
3. Upon the recommendation of Scrutiny Committee, Vice Chancellor will approve the publication charges at actual or the cap defined by VU.

Scrutiny Committee Composition

If the application is receive from the faculty member other than HoD / Dean / Officer Scrutiny Committee will consist of 4 members

- A. Officer / Dean nominated by Vice Chancellor as Chairman
- B. Research coordinator of the same Faculty
- C. Research coordinator of other Faculty
- D. Head of Department

If the application is receive from the faculty member is HoD / Dean / Officer Scrutiny Committee will consist of 3 members

- A. Officer / Dean nominated by Vice Chancellor as Chairman
- B. Officer / Dean nominated by Vice Chancellor
- C. Officer / Dean nominated by Vice Chancellor

Scrutiny Committee should consider following points for recommending for financial support

1. Authorship and affiliation criteria for Faculty member:
 - A. First author with Vishwakarma University affiliation.
OR
 - B. If the faculty is not the first author; then the first author must be a registered student of Vishwakarma University under the guidance of Faculty member and the paper is published with Vishwakarma University affiliation.
OR
 - C. If faculty is not the first author; but if the faculty is collaborating with faculty members from other University / Institute / Research Organization / etc. Prior approval from Vice Chancellor is necessary.
2. The journal is in UGC care list and indexed by Thompson Reuter's / SCI / Scopus / Web of Science, etc.
3. High impact factor.

4.3 Mobilization of Resources

Vishwakarma University has collaborated with Industry and Foreign University for establishment of Center of Excellence (CoE) focus area defined by University. Vishwakarma University mobilizes the resources through CoE for focussing on socially, environmentally responsible and need based multi-disciplinary transformational research for the greater good.

POLICY OWNER

Office of Director Research

The policy is administered by Office of Vice Chancellor.

APPROVAL BODY

This policy is approved on this.....day ofmonth in Year.....
by the University Council.

RESPONSIBILITY FOR IMPLEMENTATION

Office of Director Research and Office of Director IQAC will be responsible for implementation of the Research and Development Fund.

Office of Vice Chancellor will be responsible for administering of the Research and Development Fund.

Annexure – I

Norms for Publication Support

1. **For a faculty publishing a paper in high impact factor journal indexed in (Thompson Reuter's / SCI / Scopus /etc):** Publication charges at actual or up to Rs.20K per faculty per financial year, whichever is less, will be considered for sponsorship by the University.
2. **For a faculty publishing a paper in a Scopus / SCI indexed International Conference:** Publication / registration charges at actual or upto Rs.10K per faculty per financial year, whichever is less, will be considered for sponsorship by the University

OR

2. If the conference is within India TA/ DA at actuals or upto Rs.10K per faculty per financial year, whichever is less, will be considered for sponsorship by the University. On-Duty leave for the days required to attend the conference.
3. **International Conference outside India:** TA/ DA at actuals can be granted from RD fund of the faculty member / Center of Excellence / Department based on the approval of Vice Chancellor.
4. The norms for publication support will be review after every year and will be ammended suitably in line with the Vision and Mission of University.