



# ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES :: RAJAMPET (AUTONOMOUS)

Approved by AICTE, New Delhi, Affiliated to Jawaharlal Nehru Technological University Anantapur  
Accredited by NAAC, with 'A' Grade

Recognized by UGC, New Delhi under sections 2(f) & 12(B) as per UGC act 1956. Institutional Member of ISTE  
Dt.07.06.2016

## RESEARCH PROMOTION POLICY

Annamacharya Institute of Technology and Sciences (An Autonomous Institution), Rajampet has a Research Board that facilitates and monitors research activities. The total R&D is organized into six categories:

1. Academic Research
2. Sponsored Research
3. Extension and Extramural
4. Excellent Centers
5. Consultancy
6. Intellectual Property Rights

Each research area is monitored by coordinator, Research and Development (R&D) Cell who reports the progress and prospectus to Dean R&D. The R&D board is headed by the Principal. The Research Board takes all strategic decisions, corrective actions, preparing, updating policies as per the UGC norms.

## ACADEMIC RESEARCH POLICY

- a) All eligible faculties shall register for doctoral program within 1 year of their appointment
- b) Faculty of each department shall conduct research in focused areas of research identified by central government in addition to research areas preferred by the faculty.
- c) Faculty publication in either UGC Care or Web of science or Scopus indexed journals as listed in UGC care are appreciated with appropriate incentives.
- d) All publications and research papers of faculty have to go through plagiarism check.
- e) As per the UGC approved API norms the institute fixed the number of articles to be published by faculty of different cadres.
- f) Term papers of B.Tech and M.Tech projects shall be research focused. Every project shall lead to at least one research publication in a journal indexed in Scopus/Web of science
- g) The Institute promotes admission in to research programme in every focused area of research.
- h) Faculty are given the option to pursue research work leading to a PhD degree in reputed institutions through part time.

## **SPONSORED AND INTERNAL RESEARCH RELATED POLICIES**

- a. Every doctorate faculty shall apply for a minimum of one government funded project
- b. Every faculty shall apply for internal project with an aim to apply for external funding. The required seed money for internal projects is provided by the Institute.
- c. The Institute shall provide the basic infrastructure required to conduct either internal funded or external funded research.
- d. All departments shall strive for recognition by National agencies through schemes/funding such as DST-FIST, SERB, SAP, CAS etc.
- e. Faculty is encouraged to identify inter-disciplinary research in their chosen field of research.
- f. The faculty of all the departments of the Institution shall tie-up with industries and corporate bodies to undertake funded research in emerging areas and industry relevant areas.
- g. The Institution shall create special research groups to concentrate research in government listed areas.
- h. All innovative projects of faculty are earmarked for filing patents on successful completion, suitable recognition and remuneration is given to those faculty with patents.
- i. Norms are fixed to pay expenses towards procurement of equipment to those faculty working on funded projects.
- j. Meritorious research work by faculty is awarded with monetary incentives.
- k. All research conducted shall be covered by Intellectual Property Rights (IPR) and copyright protected.

## **EXTENSION AND EXTRAMURAL RESEARCH AND ACTIVITIES**

Eminent and enterprising professionals from the industry are invited to take up joint resource projects with the Institute faculty.

- a. The faculty of the Institute are encouraged to select society specific problems and conduct research and provide feasible solutions.
- b. The Institute faculty shall visit at least one village in the neighborhood investigate the problems, find solutions and implement the same using technology expertise.
- c. Students are encouraged to participate in the extension and outreach programmes organized by the Institute.

- d. The Institute shall conduct outreach Programmes in the field of chronic pain, child related abuse, neglect, preventive interventions, transactional research, stress and coping etc.,
- e. The institute shall conduct Programmes aimed at developing trade skills.
- f. The faculty of the institute are permitted to act as resource persons in the events such as workshops and conferences conducted outside the Institute premises.
- g. The Institute encourages its senior faculty to train industry personnel

## **EXCELLENCY CENTRES**

The Institute shall develop excellency centers in the frontier areas of research which shall be open to faculty, students and industry persons to conduct research.

## **CONSULTANCY**

### **1. INTRODUCTION**

Consultancy is well recognized as an effective way for institutes to disseminate knowledge and make an early and direct impact on society. However, the balance between consultancy and the traditional roles of the academic staff needs to be managed and the interests of the Institute must be protected. This Policy provides provisions for conducting consultancy to ensure that consultancies undertaken by staff are consistent with the Institute's strategic and operational objectives and the costs are sustainable.

### **2. THE POLICY**

All Research and Non-research consultancies as described in this Policy are governed by the following guiding principles:

- a. There should be demonstrable benefit to the Institute from the consultancy through income, enhanced reputation, and/or expanding the expertise of the staff member.
- b. The Consultancy must not be in conflict with Institute policies including those governing employment; such as the Code of Conduct Policy.
- c. The Consultancy must not be in conflict with the functions, objectives or interests of the Institute or damage the Institute's reputation.
- d. At a minimum, the salary and on-cost charges set by the Institute must be applied to all project budgets. All Consultancies are required to include overheads.

- e. Staff members shall not undertake external research activities where no formal agreement has been authorized by the Institute unless they are on leave without pay, approved by the Dean concerned. Such faculty may not use their Institute affiliation or academic title when providing research services that are not approved by the Institute .

#### 2.1. Institute Research Consultancy

A Research Consultancy exists where an academic staff member provides research skills or expertise in return for remuneration from an external funder. A Research Consultancy may be the outcome of a tender or an individual negotiation.

#### 2.2. Private Consultancy

In Principle a faculty or staff member is not supposed to undertake a Private Consultancy unless it is approved by Dean (R&D). However, the faculty or staff conducting private consultancy shall ensure that such work does not affect their allocated duties, obligations to the Institute.

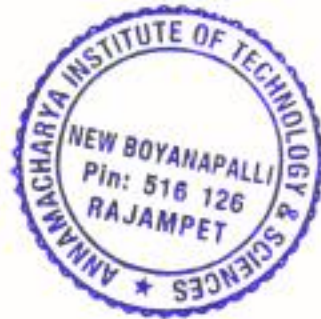
### **INTELLECTUAL PROPERTY**

Any intellectual property arising from any Research and Non-research Consultancies will be governed by the Intellectual Property Policy.

### **INNOVATIONS, INCUBATIONS, ENTREPRENEUR DEVELOPMENT, PATENTS, IPRS AND COPY RIGHTS:**

- a. The Institute shall create an innovation culture by organizing various kinds of programs such as ideation programs, collection of innovations from research undertaken in respect of academic, extension, extramural and outreach.
- b. Every major invention achieved out of conducting research shall be innovated and the same shall be incubated in the incubation center which will be augmented from time to time.
- c. Students shall be allowed to select an incubated product and use the same to be developed in large scale through separately established start-up. All the training required for the students to become entrepreneurs shall be imparted.
- d. The Institute shall incorporate an incubation center that has all the facilities for incubating the innovations.
- e. Every innovation shall lead to filing a Patent.

- f. The Institute shall provide support required for filing the patents and also for completing the ground work required to get the patents registered and licensed.
- g. The Institute shall provide required support to the faculty for filing IPRs and copyrights when it has been proved by the faculty that such a filing is necessary to protect the value of the research done.



*Sure. Naray*  
PRINCIPAL  
ANNAMACHARYA INSTITUTE OF  
TECHNOLOGY & SCIENCES  
NEW BOYANAPALLI-516 126  
RAJAMPET, Kadapa Dist. A.P



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## POLICY FOR SEED MONEY MINOR / MAJOR RESEARCH PROJECTS

### Introduction

Research and Development is a systematic activity of basic and applied research to discover a solution for problems faced by society or creating new knowledge and products. It may result in the form of patents, research publications and copyright etc.

Seed Money Scheme (SMS) has been initiated by the Institute in the year 2016 regarding the Research & Development Activities to provide minor research grant indifferent areas to motivate faculty members and enhance their research interests, which may field to major research proposals for submission to National/ International funding agencies.

### Scope of the policy

1. The Institute faculty members with be encouraged to submit minor research proposals based on their innovative ideas. The applicant will prepare and convincingly demonstrate that the proposed project represents a new research direction in an area likely to generate external funding.
2. The provision of seed money grant is for the maximum period of two years, accounting to the grant of Rs. 2 Lakh (1 Lakh/per year).
3. A maximum of 10 research projects would be funded every year.
4. The PI would submit half yearly report of the work done to Research and Development cell. The second year grant with be sanctioned only after the successful completion of the first year.
5. After completion of the minor project, a final report must be prepared and submitted to Research and Development Cell.
6. The PI with ensure that project is completed within the stipulated time and the final report is submitted with in time. In case of failure to achieve the desired project outcome, the PI with be liable to be debarred by the Institute for such seed money for next two years.

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(Autonomous)  
**RESEARCH & DEVELOPMENT CELL**

**NOTIFICATION**

To motivate the faculty members and enhance their research and development (R&D) activities in the Institute, the following Budget is available for research and development activities:

SNo	Item	Amount	Expected Number	Total Amount per year in Lacs
1	Seed money for minor research projects (two years)	Up to Rs 1.0 Lacs per project to be given @ 50 thousands per year	10 projects	10
2	Reward for research publications in Scopus/SCI/ Web of Science	Up to Rs 5000/- or actual whichever is lower	100 papers per year	5.00
3	Financial Support to faculty members for Travel / Registration for attending National and International Conferences	National Up to Rs 3000/- or actual whichever is lower	20 National	0.6
		International Up to 10000/-	10 International	1.0
4	Minor equipment grant for strengthening infrastructure of research laboratories	Rs 1 lac per laboratory per year	2 labs per year	2.00
5	Additional e-resources for improving quality	Rs. 2 lac per each e-resource	2 e-resources per year	4.00



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## Plagiarism policy

To uphold academic integrity and curb plagiarism in project thesis/ dissertation/ research work, the college management procured one of the best plagiarism detection tools, URKUND (Plagiarism Cheker) - Original during March 2018 as per the guidelines given by University Grants Commission (UGC).

The following are the policy decisions made.

1. All the heads of the Departments and R&D coordinators are added as Instructors and they are provided with an account in URKUND with username and password and sufficient training has been given for all the account holders on how to use URKUND by the URKUND administrator.
2. The entire UG and PG thesis/dissertations should be tested by the R&D Coordinators of respective departments before the students submit hardcopy of their thesis to the Department and Examination Section from academic year 2021-22 onwards. Each student can test their thesis twice and their final thesis should be deposited in the repository in order to prevent duplication in the subsequent years.
3. Considering the diversity of the various Programmes offered in our college, the level of plagiarism can be decided by the respective departments, though 25% can be the maximum level of admissible similarity in any department.
4. Each student shall be instructed to furnish an undertaking indicating that the thesis has been prepared by him or her and that the document is his/her original work and free of any plagiarism. Each supervisor / project guide shall submit a certificate indicating that the work done by the student / researcher under him/her is plagiarism free.
5. Any violations in this regard should be taken to the knowledge of the Principal for necessary disciplinary action. Plagiarism disciplinary committee constituted by the Principal will look into all the issues of plagiarism and recommend suitable action to be initiated against the defaulter.



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