



# **SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES**

**[AUTONOMOUS]**

**Research Policy  
(Revised)**

**August 2018**



**Sreenivasa Institute of Technology and Management Studies  
(Autonomous)**

**Dr. D. K. Audikesavulu Marg, Bangalore-Tirupati Bye-pass Road,  
Murukambattu, Chittoor, Andhra Pradesh 517127**

**[www.sitams.org](http://www.sitams.org)**



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## **INSTITUTE VISION**

**To emerge as a Centre of Excellence for Learning and Research in the domains of engineering, computing and management**

## **INSTITUTE MISSION**

**M1: Provide congenial academic ambience with state-art of resources for learning and research.**

**M2: Ignite the students to acquire self-reliance in the latest technologies.**

**M3: Unleash and encourage the innate potential and creativity of students.**

**M4: Inculcate confidence to face and experience new challenges.**

**M5: Foster enterprising spirit among students.**

**M6: Work collaboratively with technical Institutes / Universities / Industries of National and International repute**

## **QUALITY POLICY**

**Sreenivasa Institute of Technology and Management Studies strives to establish a system of quality assurance to continuously address, monitor and evaluate the quality of education offered to students, thus promoting effective teaching processes for the benefit of students and making the College a Centre of Excellence for Engineering and Technological studies.**





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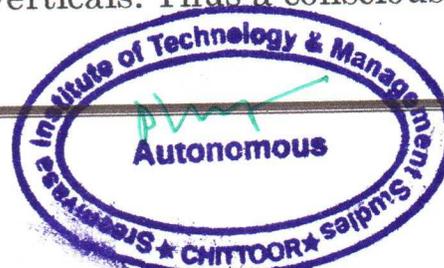


## Research Policy

### 1. INTRODUCTION

Sreenivasa Institute of Technology and Management Studies (SITAMS) was established in the year 1998-99 under Sreenivasa Trust by a prominent Industrialist late Dr. D. K. Audikesavulu, Ex. M.P, former TTD Chairman. Over the last 20 years, SITAMS has made remarkable progress in Teaching, Research and Consultancy in the field of Technical Education and Management Studies under the Chairpersons Late Sri. D.K.Audikesavulu, Former Lok Sabha M.P. and Smt. D.A. Sathyaprabha, MLA, Chittoor. SITAMS, a pioneer of value based education, offers both U.G. (ECE, CSE, EEE, Civil, & Mechanical) and P.G. (MBA, MCA & M.Tech.), courses under JNTUA, Ananthapuramu and is approved by AICTE, New Delhi. The college got 2(f) and 12(b) recognition by the UGC in the academic year 2011-12, Autonomous in the academic year 2013-14 and NAAC accreditation in the academic year 2014-15.

Academic institutions have been the bedrock for research for a very long time. At these places, the good teaching-learning and research go hand-in-hand. They are the two sides of the same coin. It is evident that for effective teaching, research is essential. The learning outcomes for the students who undergo research-based teaching are better and leading to a high rate of progression to higher education, research and career. The institution though predominantly a teaching-learning institution has been considering research as one of its prime growth verticals. Thus a conscious effort





is made to prepare an objective policy to promote, monitor and evaluate research in the institution.

SITAMS being a premier Institute declared as the College with Potential for Excellence contributes to all dimensions of education namely Teaching, Research and Extension. The Institute embarks on such activities which lead to the creation of new knowledge and/or the use of existing knowledge in a unique, novel and creative way, so that new concepts, methodologies and understandings are generated. The institute also undertakes such activities which widen the horizon of knowledge including the knowledge of humanity, culture and society, with a view to making use of the knowledge to devise applications.

## 2. PURPOSE

The envisaged policy shall serve as a guiding philosophy to organize research activities at the Institution. Also, this helps to integrate and streamline the activities of research across the departments and units of the institution. Research and innovation is the essence of excellence of any educational institution. The accomplishments of an educational institution lie in academics, placements, quality of research publications, ongoing research projects, number of patents, innovative product developed and number of incubations. Thus the success of an institute in attaining its objectives greatly depends on the orientation of the faculty towards research and incubation initiatives taken by the institute. Therefore, the present research policy of SITAMS aims at achieving excellence in research and contributing to society at large.



### 3. SCOPE

It serves as a guideline for all research-related activities undertaken across all the departments and units of the Institution. The Institute gives a freehand to report research results and findings. However, a thorough review is done for all research proposals seeking funding from various funding agencies by constituting a project review committee comprising the Dean-R&D, Dean-Incubation, Entrepreneurship, Head of the respective Department and subject experts of the respective department to get a constructive criticism of peers. The research committee also sees that the impact of research and consultancy does not violate research & consultancy ethics, professional ethics, the privacy of the people, human rights, causing problems to health & safety of human beings and damage of the property.

### 4. OBJECTIVES

- ✚ To provide an ecosystem for research through framework and guidelines.
- ✚ To create systems for career opportunities for pioneers in research from industry and academia.
- ✚ To facilitate faculty and researchers through established systems, processes and facilities.
- ✚ To ensure the quality of research by producing publications in peer-reviewed and refereed journals and intellectual property rights.
- ✚ To promote applied research with potential for commercialization.





- ✚ To facilitate the establishment of Research centers with potential for Excellence in collaboration with Premier Institutions and Industry.
- ✚ To create avenues for entering into interdisciplinary collaborations and partnerships Nationally and Internationally.

## 5. IMPLEMENTATION OF POLICY

The implementation and updating of Research Policy shall be carried out by the principal and Research Committee of the college upon seeking approval by the Governing Body.

## 6. POLICY AND GUIDELINES

### ❖ Conduct of Research

Faculty members of the Departments and Research Centers are expected to undertake research, leading to quality publications, presentations in National/International conferences of repute, generation of intellectual property with potential for commercialization, socially useful outcome and other similar research activity.

### ❖ Research contributions

The research output of the members of the faculty shall be considered as one of the core performance indicators for faculty recruitment and promotion besides their other academic accomplishments.

### ❖ Recruitment and promotion

Faculty members and Researchers who made significant contributions to research shall have a large scope for promotion. The



quality of research may be assessed on the metrics devised for research and which will be revised from time-to-time as appropriate.

#### ❖ **Research Management**

The research activities of the Institution shall be planned, monitored and evaluated by Dean, Research. Research Mentoring Committee shall be responsible for the overall functioning of research activities within the Institution. Each department/centre's research activities shall be coordinated by HOD from each Department and report to the Dean, Research.

#### ❖ **Research Ethics**

The members of the faculty, research scholars/students, shall adhere to the highest ethical standards of conduct given from time to time, for carrying out research, Disciplinary action may be initiated, if found guilty, against such individual/group.

#### ❖ **Resources for research support**

The institution shall provide best research facilities such as physical infrastructure, equipment, software, computing facilities, internet and support staff for conducting quality research by students and faculty.

#### ❖ **Student Research**

To enhance the research attributes among the students and to provide better progression in career and higher education, undergraduate/postgraduate students are required to pursue research activities through curricular research assignments and also their research outcomes are encouraged to be published in peer-reviewed journals.



➤ **Training for Research and Publications**

Generally, the faculty is interested in conducting research, but because of the lack of expertise to write a research proposal or to have insufficient research skills, they are unable to channelize their efforts effectively. Due to this reason, in many cases, a research proposal is rejected by a funding agency. In case of faculty with a lack of knowledge about the method of writing paper of the format in which it should be submitted becomes an impediment for paper publication. Therefore, the Institute shall organize rigorous training programs for developing such skill in the faculty and promote research in the identified areas.

➤ **Publication of papers in conferences and Journals**

Publication of papers is critical for the effectiveness of the Institute. The Faculty must publish in quality journals. Therefore, the Institute plans to encourage the publication of papers by the faculty with a targeted aim. A faculty member will be expected to publish a certain number of research papers in refereed journals at National and International levels. These journals shall be identified by respective departments.

Research papers to be published in identified journals and to be presented at National and International conferences shall be scrutinized and guided by a committee of senior professors.

Institute encourages faculty to publish in quality journals and organize research conference from time to time to boost research activities in the Institute and to contribute to the existing body of



knowledge. The authors should use the Institute affiliation as follows.

- a) SITAMS or
- b) Sreenivasa Institute of Technology and Management Studies

## 7. QUALITY OF PUBLICATIONS

The research undertaken by the institution shall be beneficial to the society and contribute to the growth of the nation through scientific advancement and economic development. Hence the research outcomes publications shall be of a good standard which shall be helpful for the other scientific community besides value addition for the individual and institution.

## 8. ETHICS IN RESEARCH

### The Significance of Research Ethics

- ❖ To support the values required for collaborative work, such as mutual respect and fairness which is essential because scientific research depends on collaboration between researches and groups.
- ❖ To make researchers accountable for their actions as any researchers are supported by public money and regulations on conflicts of interest, misconduct and research involving humans or animals are necessary to ensure that money is spent appropriately.
- ❖ To ensure that the public can trust research to support and fund research.
- ❖ To support important social and moral values.





## Ethics to be followed by the researchers

- **Honesty and Integrity:** To conduct and report research honestly.
- **Objectivity:** To avoid bias in any aspect of research, including design, data analysis, interpretation, and peer review.
- **Carefulness:** Review work carefully and critically to ensure that your results are credible.
- **Openness:** Prepared to share data results, any new tools that are developed, to further knowledge and advance science. Be open to criticism and new ideas.
- **Respect for Intellectual property:** Shall never plagiarize, or copy, other people's work and try to pass it off as own; respect copyrights and patents, together with other forms of intellectual property, and always acknowledge contributions to one's research.
- **Confidentiality:** Shall respect anything that has been provided in confidence and follows guidelines on the protection of sensitive information such as patient records.
- **Responsibility in publishing:** Shall publish to advance the state of research and knowledge, and not just to advance your career and shall not publish anything that is not new, or that duplicates someone else's work.
- **Legal Issues:** Shall always be aware of laws and regulations that govern the work, and be sure to confirm them.
- **Animal Care:** Shall show respect for the animals in use and make sure that they have properly cared.



- **Protection to Humans:** Shall make sure to reduce any possible harm to the minimum number of humans and maximize the benefits both to participants and other people.

## 9. FORMATION OF RESEARCH MENTORING COMMITTEE

To augment the existing research and developmental activities in the college, experts from various fields were appointed to monitor the progress of the institution Activities

- To conduct orientation programs for faculty towards Research, Consultancy and Innovation.
- To apprise faculty on areas of research in various areas of Engineering & Technology.
- To identify various funding agencies for applying research projects (both public & private).
- To create models and mechanisms for joining R & D with industry.
- To design modern facilities for Research, Consultancy and Innovation.
- To plan and procure Equipment, software, Journals for Research.
- To create Department Research Centers and Technology Incubation Centers to conduct Doctoral programs.
- To encourage graduate & post-graduate students to undertake quality projects.
- To enter into MOUs with national Research Labs and other Institutions.



## 10. INSTITUTIONAL STRATEGIES FOR RESEARCH

- Recruit teachers with flair and competence in research.
- Equip laboratories with relevant modern equipment, software and library resources to suit research demands.
- Forge into alliances with prominent research groups for collaborative work.
- Apply for external research funding from private and public agencies in focused frontiers.
- Create inter-disciplinary research groups for prospective applied research.
- Approach industry for setting-up of research laboratories on campus for the benefit of faculty and students.

## 11. RESEARCH CENTRE

Various departments are in process of recognizing as Research Centers by JNTUA. Through this research center, it is proposed to have Ph.D. scholars admission into the institute through JNTUA Ph.D. scholars admission process. The Institute shall further boost doctoral research and can mark an appropriate budget for scholarship and research facilities. It shall also recognize the worthy R&D organizations for doctoral research and build bridges with them. The Institute encourages and guides faculty and Ph.D. research scholars to obtain funding from external agencies for attending International conferences. It also encourages and supports its Ph.D. scholars in publishing high-quality research papers and patent of their research work.



## 12. SEED FUNDING FOR FACULTY – MINOR RESEARCH PROJECTS

From the very beginning, the Institute has encouraged young faculty to conduct research. Thus, it has developed a scheme for providing financial assistance to Minor Research Projects.

- a) Student projects come under this category are normally projects of one-semester duration and depending upon the situation can be extended up to a year. Each can have financial support in the range of Rs.5,000/- to 10,000/-
- b) Students may utilize the facilities & infrastructure available and human resources from faculty or students.

## 13. SEED FUNDING FOR FACULTY – MAJOR RESEARCH PROJECTS

The Institute shall provide funding on its own to certain important Major Research Projects with the prior approval from the management. The rules and regulations for sanctioning the seed money are:

- a) A major project is sanctioned to a faculty member or a team of faculty members of the Institute based on the merit of the project.
- b) Periodical progress reports, normally once in three months must be submitted for review.
- c) All the equipment purchased, fabricated prototypes shall be the property of the Institute.



- d) Wherever possible, student projects have to be generated from Major Projects and given to students.
- e) A seed money application has to be filled by the faculty member before it is sanctioned and approved by the committee members.

#### 14. SEED MONEY APPLICATION:

- a) The faculty member who is interested to do their research with the Institute, has to apply only one application per semester as Principal Investigator.
- b) The application will be scrutinized by the Seed money advisory committee members.
- c) The Maximum amount that can be allowed per application is 50,000/-.





## 15. INCENTIVES FOR RESEARCH

Incentives for Research Publications, books, patents, etc. given as  
Incentives for R&D activities

Item	Description	Proposed Incentive
Projects	Research Project	5% of the Sanctioned amount (Max: 1,00,000)
	Best Researcher/ Project Award	10,000
Patent	Intellectual Property Rights (IPR)	Filed – 5,000 Awarded – 25,000
International Journals (Faculty)	1. SCI/WOS Paper (Free)	8,000
	2. SCI/WOS Paper (Paid)	4,000
	3. Scopus (Free)	6,000
	4. Scopus (Paid)	3,000
	5. UGC	2,000
	<b>Average</b>	<b>4,600</b>
	Five Papers in An Academic Year (SCI/WOS/Scopus)	50,000 or one month salary (Whichever is higher)
Conferences (Faculty)	International Conference	OD + TA&DA + Registration ( Max. of all put together 4,000)
	National Conference	OD
Journals (Student)	(SCI/WOS/Scopus)	Student – 2,000 Faculty – 2,000
	UGC	Student – 1,000 Faculty – 1,000



Conferences/ Symposiums/ Expos (Student)	Only Participation	50% of (TA&DA + Registration) of a Batch
	Participation & Got the best prize	100% of (TA&DA + Registration) of a Batch
Invite Talk	Invite Talk in other Institutes	OD
FDPs	FDPs in other Institutes	OD
Books	Book Publication related to Engg. and Technology	10,000
	Book Publication related to other than Engg. and Technology	5,000
Award	Best Researcher Award of the Year	20,000 (One person in a Year)
	Gold Certificate from NPTEL	5,000

### Note

1. Only one author can claim at a time for a journal/book/patent.
2. The first author can only claim for a conference.
3. A faculty can be allowed to go for a maximum of two conferences sponsored by SITAMS in an academic year.
4. The conferences like IEEE/ Elsevier/Springer/ACM/Funded Conferences (or) Conferences in IITs/NITs/CUs are only taken into consideration.
5. First author or corresponding author of a journal/conference/book/patent is eligible to claim for the above-mentioned benefit and the second author is eligible to claim for 50% of the same.
6. The books mentioned above should be published by an International publisher and prescribed in at least one University or Autonomous Institute. Otherwise, the author is eligible to claim for 50% of the same.



7. The best researcher award of the academic year will be given on Annual Day of Every Year.
8. The best researcher award will be given based on the points gained in an academic year by the faculty members.
9. Academic year means 1<sup>st</sup> July to 31<sup>st</sup> June of a year.
10. A) TA for Assistant Professor/ Students: Second Sleeper fare.  
B) TA for Associate Professor: Third Class AC Fare.  
C) TA for Professor: Second Class AC Fare.  
D) TA for Principal/Dean/Director: First Class AC Fare/Flight charges
11. DA for faculty/student is 100/- per day.
12. Maximum of two students can be allowed to form as a batch to avail the above-mentioned benefit.
13. A paper can't be counted for a journal and a conference both at a time.
14. For any paper/book/patent/etc., the author affiliation should be SITAMS. (At least in acknowledge & email ID)
15. Only published/presented paper/book is only considered and acceptance is not counted for Researcher award.
16. An author who has published two papers as the second author could be considered as one paper who published as the first author.





## POINTS ALLOTTED TO VARIOUS ACTIVITIES

Description →	SCI/WO S - Free	SCI/WOS - Paid	Scopus- Free	Scopus - Paid	UGC	Other Journals	International Conference	National Conference
Points Allotted →	10	5	8	4	3	2	2	1
TECHNOLOGY								
Description →	Book	Patent Filed	Patent Awarded	Project Sanctioned (≤ 1Lakh)	Project Sanctioned (>1Lakh & ≤ 2Lakh)	Project Sanctioned (>2Lakh & ≤ 4Lakh)		
Points Allotted →	4	4	20	8	12	18		
TECHNOLOGY								
Description →	Project Sanctioned (>4Lakh & ≤ 10Lakh)		Project Sanctioned (>10Lakh)		Consultancy (≤ 1Lakh)	Consultancy (> 1Lakh)		
Points Allotted →	25		30		10	20		
TECHNOLOGY								
Description →	Best Researcher/ Project Award		Student Paper Published in Scopus/SCI		Student Paper published in UGC			
Points Allotted →	10		4		2			





## Seed Money Application

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## FORMAT FOR SUBMISSION OF PROPOSAL FOR SEED FUNDING

### 1. Principal Investigator (Details)

i. Full Name :

ii. Date of Birth :

iii. Qualification :

iv. Designation :

v. Department :

2. Broad Area/Subject :

3. Area of Specialization :

4. Duration :

5. Experience of Principal Investigator

(a) Teaching experience:

(b) Research experience:

(c) Publications (Enclose List if any)

Papers :

Books :

Patents :

(d) Research Projects (Enclose List if any)

Completed :

Ongoing :



- Applied :
- (e) Consultancy (Enclose List if any)
- Completed :
- Ongoing :
- Applied :
- (f) Research Guidance :
- Number of Ph.D. Students :
- Number of PG & UG Students :

## 6. Details of Proposed Research Work

1. (Project Title) :
2. Introduction :
3. Origin of the research problem :
4. Interdisciplinary relevance :
5. Review of Research and Development in the Subject:
6. International / National status:
7. The significance of the study:
8. Its potential contribution to knowledge in the field of social relevance or national importance:
9. Objectives:
10. Methodology:
11. Year-wise Plan of work and targets to be achieved.



(xii) Expected Outcome of the project

Patents:

Papers:

Funding from various agencies:

Product / Incubation:

Societal Impact:

Consultancy:

Collaboration with Industry:

Collaboration with other Institutes:

Student Projects (UG/PG):

**7. Financial Assistance required**

SNO	Item Description	Estimated Expenditure
1	Software	
2	Equipment	
3	Field Work and Travel	
4	Research Assistant	
5	Paper Publications	
6	Others (If any)	
		Total:

**8. Any Co-Investigator/s**

(If any, give the data of Co-PI/s in the format of 1 & 5)

Signature of Principal Investigator

Signature of HOD



