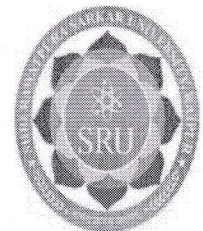# RESEARCH AND DEVELOPMENT

POLICY

FOR

SHRI RAWATPURA SARKAR UNIVERSITY (SRU)

SHRI RAWATPURA SARKAR INSTITUTE OF MEDICAL SCIENCES & RESEARCH (SRIMSR)

&

SHRI RAWATPURA SARKAR GROUP OF INSTITUTIONS (SRGOI)

[Under the Aegis of Shri Rawatpura Sarkar Lok Kalyan Trust]

Dr. Aaditya Khare
(Director Admin)

1. PREAMBLE

Shri Rawatpura Sarkar Lok Kalyan Trust was established in the year 2000 by Shri Ravishankar Ji Maharaj Shree. In the journey of the trust it has created world class self sustainable institutions working in education & healthcare sphere. It includes Shri Rawatpura Sarkar University (SRU), Shri Rawatpura Sarkar Institute of Medical Sciences & Resaerch (SRIMSR) & Shri Rawatpura Sarkar Group of Institutions (SRGOI). SRLKT aspires to be a leader in global knowledge through top-notch education, cutting-edge research and innovative practices. To achieve this goal, the SRLKT supports research and innovation initiatives by offering seed money and grants to faculty and students who lack external funding at the start of their research careers. This provides a launch pad for their research until external funding becomes available. The SRLKT also incentivizes faculty to contribute to the SRLKT's research vision with rewards for research activities in different Institutes and University.

2. PURPOSE

The Research Policy (RP) is designed to cultivate a thriving research culture among all researchers at all the Institutions and University under the aegis of Shri Rawatpura Sarkar Lok Kalyan Trust. It will establish a clear framework for conducting research activities and ensure that all researchers work towards common research goals.

3. SCOPE

The research policy of Shri Rawatpura Sarkar Lok Kalyan Trust shall apply to all individuals, including faculty, staff and students, who are involved in any form of research activity, in all the Institutions / University under the aegis of SRLKT.

4. OBJECTIVE

4.1 Create a world-class research environment and infrastructure

4.2 Encourage diverse research approaches

4.3 Publish in top international journals, secure patents, and transfer technology

4.4 Monitor research quality through committees

4.5 Develop a qualified research workforce

4.6 Reward outstanding research by faculty and students

4.7 Aim for global recognition as a leading research University

4.8 Promote global visibility of research.

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5. GOVERNANCE STRUCTURE

5.1 R&D Council (RDC): In the case of SRU, for efficient governance and to create supportive research environment, a Research and Development Council will be formed comprising of following structure:

S. No.	Name	Designation
1	Hon'ble Vice-Chancellor or his/ her nominee	Chairman
2	Dean, R & D	Convenor
3	Finance and infrastructure committee	Member
4	Research Program, policy development committee	Member
5	Collaboration& community committee	Member
6	Product development, monitoring and commercialization committee	Member
7	IPR, Ethical and Legal matters committee	Member

The SRU shall also establish R&D advisory Committee-mandated to providing guidance in the matter of R&D and approve its annual R&D plan. The Committee with following structure will meet once in four months approve/ review of R&D activities- both ongoing and planned, and suggest corrective actions and directions for future.

S. No.	Name	Designation
1	Hon'ble Vice-Chancellor or his/ her nominee	Chairman
2	Dean, R & D	Secretary
3	Dean, Faculty of Engineering	Member
4	Dean, Faculty of Science	Member
5	Dean, Faculty of Arts	Member
6	Dean, Faculty of Commerce	Member
7	Dean, Faculty of Management	Member
8	Representative from SRGOI M.P. campus (Nominated by Executive Director SRLKT)	Member
9	Representative from SRGOI C.G. campus (Nominated by Executive Director SRLKT)	Member
10	External Expert 1	Member
11	External Expert 2	Member

Note: Medical college will have its own R&D Advisory committee as per the norms of NMC whereas SRGOI will be governed by the committee of SRU.

5.2 R&D Cell: In the SRU, an R&D Cell shall be established and it shall be the hub of research, development and innovation activities and will

- Facilitate the R&D activities in the University, including registering of researchers on the portal;
- Manage updated information related to research papers, projects, funding, funding opportunities, industry linkages, training, outreach activities etc.;
- Serve as a nodal point for liaising with SRU/SRGOI other institutions, industries etc.

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- Provide support to the departments organizing R&D related events, including IPR matters;
- Render support to researchers submitting proposals for funding;
- Facilitate review of internally supported activities/ proposals through a Standing Committee to be constituted by R&D council; the Committee should evolve norms for an objective review.
- Oversee implementation of research ethics;
- Provide support related to documents like MOU, IP filing etc.;
- Submit reports to R&D council;
- Initiate the process of Policy revision whenever required;
- Serve as Secretariat for the R&D council.
- R&D cell also be responsible for the monitoring & facilitating research in the institutions under SRGOI.

5.3 Responsibilities: HOI shall be the Chief Mentor of the R&D Cell with overall responsibility for implementation of R&D plan & activities of the Trust, including creating a Standing Committee to vet the proposals seeking funding. Dean (R&D) shall be the Secretary of the RDAC and functional head of the R&D Cell.

Dean (R&D) shall also be responsible for maintaining the exclusive portal of R&D Cell; and all the faculty, research scholars and students doing their research-based projects shall cooperate with R&D Cell by providing timely information. Each faculty must submit at least two proposals each year, giving preference to multi-/ inter- disciplinary areas and involving co-researchers from other institutions, directly to the R&D Cell. The Financial Support delineated as in Incentive Scheme (Annexure I) shall be applicable to the faculty.
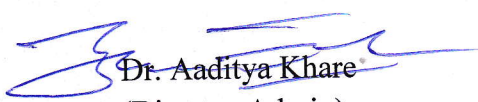
5.4 Portal for R&D Cell: The portal shall be maintained by the R&D Cell and updated on a continuous basis. This will showcase the activities, achievements, meritorious researchers, opportunities for researchers and industry, etc. with a footprint on social media also.

6. AREA OF R&D

6.1 Academic: Based on the diverse disciplines within the Trust, such as technical, medical, legal, management, education, humanities, sciences etc. or as announced by the governments from time to time, keeping balance between theoretical and experimental research.

6.2 Inter-/ Multi- disciplinary: As far as possible, problems for research shall be such that they address complex societal challenges and require knowledge of multiple domains.

6.3 Industrial research: Faculty shall be encouraged to take projects from industry to consolidate industry-academia interaction and enhance the quality of research. Industrial consultancy shall not be treated as research, but for health science disciplines where company-funded research/trials like dental/ pharmaceutical products/ devices are undertaken shall be considered as research.

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6.4 Society-centered research: Faculty shall be encouraged to submit proposals under schemes targeting specific population, like SC, ST, Women, Elderly, Children, Rural, Persons-with-disabilities or against special/ thematic/ problem-solving calls for proposal issued by government

7. INFRASTRUCTURE

7.1 Facilities and Laboratories: The SRLKT is committed to providing state-of-the-art facilities and laboratories to support research activities. This includes:

7.2 Well-equipped Laboratories: Maintain specialized laboratories with the necessary infrastructure, equipment, and tools to facilitate research in various disciplines. Regularly upgrade and modernize the laboratories to ensure they meet the evolving needs of researchers.

7.3 Research Centers and Schools: Establish research centers and schools focused on specific disciplines or interdisciplinary research areas. These centers shall provide dedicated spaces, resources, and collaborative environments for researchers working in those domains. Joint research centers shall also be established by the collaborations of institutes under SRLKT.

7.4 Experimental Facilities: Provide access to specialized experimental facilities, such as clean rooms, fabrication facilities, testing facilities, or animal research facilities, as required by the research projects.

7.5 Equipment and Technology: Well aware of the importance of advanced equipment and technology in conducting high-quality research, the SRLKT shall ensure the following:

7.6 Procurement and Maintenance: Regularly update and acquire state-of-the-art research equipment and technologies to support cutting-edge research. Develop a process for the procurement, maintenance, calibration, and repair of research equipment.

7.7 Access to Specialized Equipment: Ensure researchers have access to specialized equipment and instrumentation necessary for their research projects. Establish guidelines and procedures for equipment usage, booking, and training.

7.8 Technology Infrastructure: Maintain a robust technology infrastructure, including high-speed internet connectivity, secure data networks, and advanced computing resources, to support data- intensive research, computational modeling, and simulations.

8 TRAINING AND DEVELOPMENT

Research Skills Development Programs: The SRLKT shall offer research skills development programs to enhance the capabilities of the research community through following approaches:

8.1 Research Workshops and Seminars: Organize workshops and seminars on various research methodologies, data analysis techniques, literature review, and other essential research skills. These sessions provide opportunities for researchers to enhance their knowledge and skills in specific areas.

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8.2 Research Training Courses: Offer research training courses that cover topics such as research design, data collection methods, data analysis, and research project management. These courses can be tailored to the needs of different disciplines and research areas.

8.3 Research Collaboration and Networking: Facilitate opportunities for researchers to engage in collaborative research projects, interdisciplinary collaborations, and networking events. These activities promote knowledge exchange, skill-sharing, and cross-pollination of ideas.

8.4 Research Methodology Training: The SRLKT shall lay emphasis on the importance of research methodology in conducting rigorous and high-quality research. Towards this, it shall provide research methodology training to equip researchers with the necessary tools and techniques. This includes:

8.4.1 Research Design: Offer training on research design, including experimental design, survey design, case study design, and qualitative research methods. Provide guidance on selecting appropriate research methodologies based on research objectives.

8.4.2 Data Collection Techniques: Provide training on various data collection techniques, such as interviews, surveys, observations, experiments, and focus groups. Train researchers on best practices for collecting reliable and valid data.

8.4.3 Data Analysis Methods: Offer training on statistical analysis techniques, qualitative data analysis methods, and software tools commonly used for data analysis. Provide guidance on selecting and applying appropriate data analysis methods based on research questions.

8.5 Research Ethics Training: The institution shall provide training on research ethics to ensure that researchers adhere to ethical principles throughout the research process. This includes:

8.5.1 Responsible Conduct of Research: Offer training on responsible conduct of research, including ethical considerations in research design, data collection, data analysis, and reporting. Emphasize the importance of integrity, transparency, and responsible behavior in research.

8.5.2 Human Subjects Research Ethics: Provide training on ethical guidelines and regulations related to research involving human subjects. Train researchers on obtaining informed consent, ensuring participant confidentiality, and addressing potential risks and benefits.

8.5.3 Animal Research Ethics: Offer training on ethical principles and guidelines for conducting research involving animals. Educate researchers on the ethical treatment, care, and use of animals in research. Ensure compliance with institutional policies and regulatory requirements.

8.6 Grant Writing Workshops: The SRLKT shall encourage and support researchers in securing external research funding through grant writing workshops. These workshops provide guidance and support in developing competitive grant proposals. This includes:

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8.6.1 Grant Writing Techniques: Provide training on grant writing techniques, including proposal structure, content development, budget preparation, and evaluation criteria. Offer tips for effectively communicating research objectives, methodology, and expected outcomes.

8.6.2 Funding Agency Guidelines: Familiarize researchers with the guidelines and requirements of various funding agencies. Train them on aligning research proposals with the funding agency's priorities and objectives.

8.6.3 Peer Review Process: Educate researchers on the peer review process for grant proposals. Provide insights into common review criteria and strategies for addressing reviewer feedback.

8.7 Research Publication and Dissemination Training: The SRLKT shall encourage researchers to disseminate their research findings through publications and other appropriate channels and shall organize training programs on research publication and dissemination, which shall include:

8.7.1 Scientific Writing Skills: Provide training on scientific writing, including writing research articles, conference papers, and book chapters. Train researchers on effective organization, clarity, and scholarly writing conventions.

8.7.2 Journal Selection and Publication Process: Guide researchers in selecting appropriate journals for publication. Provide insights into the publication process, including manuscript submission, peer review, revisions, and acceptance.

8.7.3 Presentation Skills: Offer training on effective presentation skills for conferences, seminars, and other research dissemination events. Train researchers on delivering engaging presentations, conveying research findings, and handling questions from the audience.

8.8 Research Support Services: The SRLKT shall provide comprehensive research support services to facilitate and enhance research activities. This includes:

8.8.1 Research Administration: Offer administrative support to researchers in managing research grants, budgets, and compliance with funding agencies' requirements. Provide assistance in proposal development, project management, and reporting.

8.8.2 Research Ethics and Compliance: Provide guidance and support in navigating research ethics requirements, ensuring compliance with ethical guidelines and regulations. Offer training programs and resources to promote responsible conduct of research.

8.8.3 Grant Writing and Funding Support: Offer workshops, training, and resources to assist researchers in developing competitive grant proposals. Provide guidance on identifying funding opportunities, navigating the grant application process, and developing budgets.

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8.8.4 Statistical and Data Analysis Support: Provide access to statistical and data analysis support services to help researchers with study design, data collection, analysis, and interpretation. Offer training programs and software resources for statistical analysis.

8.8.5 Intellectual Property Support: Provide support and guidance in matters related to intellectual property protection, patent filing, technology transfer, and commercialization of research outcomes.

8.9 Data Management and Storage: The SRLKT recognizes the importance of robust data management and storage infrastructure for research projects and towards this, it shall ensure:

8.9.1 Data Management Plans: Encourage researchers to develop data management plans for their projects, outlining data collection, storage, sharing, and retention practices. Provide guidelines and templates to assist researchers in creating effective data management plans.

8.9.2 Data Storage and Backup: Ensure secure and reliable data storage facilities, both onsite and offsite, to store research data. Implement regular data backup procedures to minimize the risk of data loss.

8.9.3 Data Security and Privacy: Establish protocols and measures to ensure the security and privacy of research data. This includes data encryption, access controls, data anonymization, and compliance with relevant data protection regulations.

8.9.4 Data Sharing and Collaboration: Promote data sharing and collaboration by providing researchers with platforms and tools for secure data sharing and collaboration with external partners, while maintaining necessary confidentiality and privacy safeguards.

8.10 Access to Research Resources: The institute is committed to facilitating access to research resources for its faculty members and researchers. This includes:

8.10.1 Library and Information Resources: Maintain a comprehensive library with a wide range of physical and digital resources, including books, journals, databases, and research publications. Ensure access to library resources, online research databases and scholarly journals to the institutes under SRLKT.

8.10.2 Research Materials and Samples: Facilitate access to research materials, samples, and repositories, both within the institution and through collaborative networks with the institutes under SRLKT. A software will be developed for this purpose to ensure easy access by faculty, students and staff.

8.10.3 Interlibrary Loan Services: Collaborate with other libraries and institutions to provide interlibrary loan services, enabling researchers to access resources not available within the institution.

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8.10.4 Plagiarism check software: Facilitate access to the software crucial to maintain its academic integrity and ensure originality in scholarly work; this is necessary to protect reputation of the institution.

9 ETHICS

SRLKT strictly adheres-to and follows the code of ethics and bio-safety rules and regulations as laid by the concerned bodies. The SRLKT shall establish an 'Ethical matter Committee'. Following rules and regulations are conveyed to all the students and research guides/project investigators engaged in the research activities:

9.1 Responsibilities of a Research Investigator/Research Guide

The project investigator/coordinator or research guide must not only put together the research students but also try to assemble an adequate financial and administrative structure to support the research. A supervisor not only provides guidance and advice to individual students in the research but also make them aware of responsibility for the scientific integrity of the whole research activity.

9.2 Data / Reports

Research Guides and Project Investigators are directed to take the necessary steps to check the details of experimental procedures and the validity and authenticity of the data or observations reported by them or by the research scholars working under their supervision, including periodic reviews of primary and secondary data as well as reports prepared by the scholars. The reports of the research outcome must be checked for the accuracy of the recorded data or observations, failing to which would be considered as a breach of research integrity. The data must be authentic and be based on the outcome of original activities of researcher and not from other sources, or with proper credit sharing or citations wherever necessary. Any intentional or reckless disregard for the truth in reporting observations may be considered to be an act of research misconduct.

The guidelines are made available to all the researchers: http://www.sruraipur.ac.in/uop_files/Report-Guidelines_20-5-15.pdf

9.3 Ethical policy of UGC on dissection of animals

The SRLKT has a clear policy that every researcher must follow ethical policy on animal dissection as prescribed by the University Grants Commission (UGC): https://www.ugc.ac.in/pdfnews/6686154_guideline.pdf and the Committee for the Purpose of Control and Supervision of Experiments on Animals (CPCSEA): http://cpcsea.nic.in/Content/55_1_GUIDELINES.aspx

9.4 Originality and acknowledgement of sources

The research work must be original and come from research outcome of the respective researchers. If help is taken from other sources, should be acknowledged properly.

9.5 Disclosure and conflicts of interest

Researchers may use institutional resources including staff, equipment, information or confidential information with prior permission of Heads of the Departments. Researchers should strictly use the institutional resources for any purpose other than related to the teaching, research or service by the Institution, unless prior permission has been obtained by the head of the department.

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9.6 Duplication of Publication

Research articles should preferably be published in UGC notified journals or the journals covered in Web-of-Science/Web-of-Social Science databases. Researchers should not publish the same research outcome in two different places to avoid duplication

9.7 Plagiarism Policy

The SRLKT strictly follow and is adhere to the plagiarism policies decided by UGC and Institutes under SRLKT, available at the following links: https://www.ugc.ac.in/pdfnews/8864815_UGC-Public-Notice-on-Draft-UGCRegulations,-2017.pdf
http://sruraipur.ac.in/administration_files/pdf/Plagiarism_Policy_University_14-5-12.pdf .
The SRLKT aware researchers about these policies. All the research guides are instructed to submit the project reports and theses only after plagiarism check using appropriate software.

10 FUNDING

SRLKT will allocate 2% of the annual budget for R&D activities in University and other Institutes in their annual budget for the research and development in respective Institutes / University.

10.1 The SRLKT will provide a seed grant of up to Rs. 1 lakhs to a new faculty joining the institute to initiate R&D activities. This will be against a proposal that shall be submitted for consideration to the R&D Cell which will have it evaluated before funding. The amount can be spent on equipment and consumables. Permanent faculty not having any external project can also avail the opportunity. The proposal shall be prepared following the format given in Annexure-II.

Research Scholars not getting any scholarship shall be given a consolidated monthly stipend of Rs. 10000, for 12 months during which they must qualify UGC/CSIR JRF NET; the duration can be extended for another year if the research work done has potential to result in research paper/ patent otherwise the student can continue through own resources. The number of research scholars can be fixed by the institution and shall be based on faculty available to guide. Such research scholars shall be selected on the basis of academic credentials and qualifying an entrance test to be conducted by the institutes under SRLKT.

10.2 External funding: All faculty shall submit at least two proposals in a year for research funding from government funding agencies and other possible sources, information about which shall be maintained by R&D Cell. Financial support of alumni or alumni batch and philanthropists shall also be explored, in which case the facilities can be named after the donors.

10.3 Government Grants and Funding: Explore funding opportunities provided by government agencies, research councils, and foundations that support research projects aligned with the institution's focus areas. This may include national or regional research funding programs.

10.4 Industry Partnerships and Collaborations: Seek partnerships with industry organizations, corporations, and private enterprises that are interested in supporting research in relevant areas. Collaborative research projects can attract funding from industry sponsors, leading to mutually beneficial outcomes.

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10.5 Philanthropic Organizations and Foundations: Identify philanthropic organizations and foundations that provide grants and funding for research projects. These entities may have specific areas of interest or social impact goals that align with the institution's research priorities.

10.6 Donations and Alumni Contributions: Engage with alumni, donors, and supporters of the institution who are interested in contributing to research activities. Establish mechanisms to facilitate donations and funding contributions towards research initiatives.

11. Intellectual Property Rights Policy: The SRLKT has an Intellectual Property Rights (IPR) policy in place to protect and manage intellectual property generated through research activities. This policy outlines the rights, responsibilities, and procedures related to intellectual property ownership, protection, and commercialization. Key elements of the IPR policy include:

11.1 Ownership of Intellectual Property: Clarify the ownership rights of intellectual property generated by faculty members, researchers, and students. Establish guidelines for determining ownership in cases of collaborative research or research funded by external parties.

11.2 Disclosure and Protection: Outline the process for disclosing inventions, innovations, and other intellectual property to the institution. Emphasize the importance of timely disclosure and provide mechanisms for ensuring the protection of intellectual property.

11.3 Assignment and Licensing: Define the procedures for assigning or licensing intellectual property rights to third parties, including industry partners or commercial entities. Address terms and conditions for revenue sharing, royalty distribution, and negotiation of licensing agreements.

11.4 Confidentiality and Non-Disclosure: Establish guidelines for maintaining confidentiality and non-disclosure of proprietary information during research collaborations or technology transfer activities. Ensure that appropriate confidentiality agreements are in place to protect intellectual property.

11.5 Patent Filing and Commercialization Process: The SRLKT supports researchers in patenting and commercializing their inventions and innovations. The SRLKT has a structured process for patent filing and commercialization, which includes:

11.6 Evaluation of Inventions: Assess the patentability and commercial potential of inventions or innovations through expert evaluation and market analysis. Identify inventions with significant market potential for further development and commercialization.

11.7 Patent Filing: Guide researchers through the process of drafting patent applications, including technical descriptions, claims, and drawings. Coordinate with patent attorneys or agents to ensure the timely and effective filing of patent applications. In the case of filing of IPR the institutions would be the applicant and teachers and students concerned would be the inventor.

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11.8 Patent Portfolio Management: Establish procedures for managing the institution's patent portfolio, including monitoring patent applications, prosecution, maintenance, and licensing or assignment of patents. Regularly review and evaluate the patent portfolio for strategic decisions.

11.9 Commercialization Support: Provide researchers with support in commercializing their patented technologies or inventions. This may include connecting researchers with industry partners, facilitating technology transfer agreements, and supporting the creation of spin-off companies.

11.10 Technology Transfer and Licensing: The institute facilitates the transfer of research outcomes and intellectual property to industry partners through technology transfer and licensing agreements, abiding by following practices:

11.11 Technology Disclosure and Evaluation: Encourage researchers to disclose their technologies and innovations to the institution's technology transfer office. Conduct thorough evaluations to assess the market potential, intellectual property protection, and commercial viability of the technologies.

11.12 Technology Marketing and Licensing: Develop strategies for marketing the institution's technologies to potential licensees and industry partners. Negotiate licensing agreements that ensure fair terms and conditions for both parties, including royalty rates, sub-licensing rights, and intellectual property ownership.

11.13 Industry Engagement and Collaboration: Foster relationships with industry partners to identify their technology needs and facilitate collaborative research and development projects. Explore opportunities for joint ventures, strategic partnerships, and co- development of technologies.

11.14 Spin-off Companies and Start-ups: The SRLKT supports the creation of spin-off companies and start-ups based on research outcomes and towards this it provides:

11.14.1 Entrepreneurship Support: Offer entrepreneurship programs, workshops, and mentoring to researchers interested in commercializing their research outcomes through the establishment of spin-off companies or start-ups. Provide guidance on business planning, funding opportunities, and market validation

11.14.2 Incubation and Acceleration: Collaborate with incubators, accelerators, and entrepreneurship centers to provide physical space, infrastructure, mentorship, and access to networks for nurturing spin-off companies and start-ups.

11.14.3 Funding and Investment Support: Facilitate access to funding sources, venture capital firms, and angel investors for early-stage start-ups. Assist researchers in preparing funding proposals and connecting with potential investors.

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12. **IP Protection and Enforcement:** The SRLKT acknowledges the importance of protecting and enforcing intellectual property rights. The SRLKT takes the following measures:

    12.1.1 Intellectual Property Awareness: Conduct regular training sessions and workshops to create awareness among researchers, faculty, and students about intellectual property rights, infringement risks, and best practices for protection.

    12.1.2 Monitoring and Surveillance: Establish mechanisms to monitor potential infringement of intellectual property rights, including patents, copyrights, and trademarks. Collaborate with legal experts to ensure prompt action in cases of infringement.

    12.1.3 Legal Support: Provide legal support and guidance to researchers and faculty members in cases of intellectual property disputes, infringement claims, or licensing negotiations. Collaborate with external legal counsel when necessary

13. PERFORMANCE EVALUATION

13.1 Key Performance Indicators: The SRLKT shall establish key performance indicators (KPIs) to assess research performance. These KPIs serve as quantitative metrics to measure and evaluate the research output, impact, productivity, and collaboration. Suggestive list of 15KPIs is given below, out of which SRLKT shall choose at least relevant 10 and seek approval from R&D council for adoption:

Sl.	Performance Indicator	Action	Formula
1	Research Output Growth	Measure the percentage increase in the number of research publications from the previous year.	((Current Year Publications-Previous Year Publications)/Previous Year Publications)*100
2	Inter disciplinary Collaboration	Track the percentage of Research projects that involve collaboration between Different disciplines.	(Interdisciplinary Research Projects/TotalResearch Projects)*100
3	External Collaboration Effectiveness	Measure the percentage of successful outcomes from external collaborations.	(Successful Collaborative Projects/Total Collaborative Projects)*100
4	Research Funding Growth	Assess the percentage increase in research grant funding from the previous year.	((Current Year Funding-Previous Year Funding)/ Previous Year Funding)*100
5	Citation Impact Improvement	Measure the percentage improvement in the average citation impact factor.	((Current Year Impact Factor-Previous Year Impact Factor)/ Previous Year Impact Factor)*100
6	Student Research Involvement	Track the percentage of students actively involved in research projects	(Student Research Participants/Total Students)*100

7	Research Infrastructure Quality	Assess the improvement in the quality of research infrastructure.	(Current Year Infrastructure Quality- Previous Year Infrastructure Quality)/Previous Year Infrastructure Quality
8	Ethical Research Awareness	Measure the percentage of faculty and students attending ethical research workshops.	(Ethical Research Work shop Attendance/Total Faculty and Student Population) *100
9	Knowledge Sharing Impact	Track the percentage of faculty engaged in international conferences for knowledge sharing.	(Faculty Participation in Conferences/Total Faculty)*100
10	Patent Filing Rate	Assess the rate at which the institution is filing patents.	(Patents Filed in a Year/Total Research Projects)*100
11	Research Project Success Rate	Measure the percentage success rate of research projects.	(Successful Research Projects/Total Research Projects Initiated)*100
12	Research Project Completion Timeliness	Track the percentage of research projects completed within the scheduled time frame.	(Projects Completed on Time/Total Research Projects)*100
13	Research Facilities Utilization	Measure the percentage utilization of research facilities.	(Research Facility Usage Hours/Total Available Hours) * 100
14	Research Impact on Curriculum	Assess the utilization of research facilities in the courses.	(Student doing internship or projects/Total students)*100
15	Global Collaboration Index	Track the percentage of collaborations with international institutions.	(Global Collaborations/ Total Collaborations)*100

13.2 Impact Indicators: An impact indicator measures the broader and often long-term out comes or effects resulting from an organization's activities. It goes beyond performance indicators, which typically assess immediate outputs and activities. In the realm of R&D, prioritizing impact indicators becomes paramount as they offer a comprehensive evaluation of the institution's influence, significance, and contributions to the advancement of knowledge and societal well-being, going beyond mere measures of research productivity and efficiency. Some impact indictors are suggested below:

Sl.	Impact Indicator	Action	Formula
1	Research Influence Index	Evaluate the average influence of each research paper based on citation counts	(Total Citations of Published Papers/ Total Papers Published)
2	Societal Impact Score	Assess the percentage of research projects contributing to societal impact.	(Number of Research Projects with Societal Impact/ Total Research Projects)*100

		Measure the percentage of courses influenced by research (internships/ projects).	(Research-Informed Courses/ Total Courses Offered)*100
3	Educational Impact Ratio	Measure the percentage of courses influenced by research (internships/ projects).	(Research-Informed Courses/ Total Courses Offered)*100
4	Knowledge Transfer Effectiveness:	Assess the effectiveness of transferring knowledge and technology through collaborations.	(Successful Technology Transfers/ Total Collaborative Projects) *100
5	Innovation Adoption Rate	Evaluate the percentage of innovations successfully adopted in the market.	(Adopted Innovations in the Market/ Total Innovations)*100

13.3 INCENTIVES

13.3.1 R&D Incentives: The SRLKT shall follow a unique incentive scheme to recognize and reward the faculty & staff for the research. It is aimed at appreciating the all-round involvement, delivery, contribution and recognition in the R&D activities, in a comprehensive manner. The following table identifies the points awarded to a researcher for a particular step/ achievement and reflects the overall performance on R&D front. The detail attached in Annexure-I.

13.4 POLICY REVISION

13.4.1 Policy Review Cycle: The SRLKT recognizes the importance of revision of policy to ensure that research policies remain relevant, effective, and aligned with the evolving needs and goals of the Review Cycle includes the following steps:
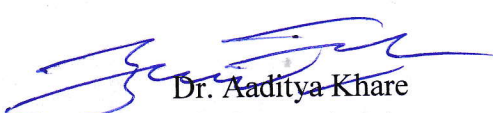
13.4.2 Timeframe: Establish a predetermined timeframe for policy review, typically on an annual or biennial basis. This allows for systematic and timely updates to research policies.

13.4.3 Policy Review Committee: Form a dedicated policy review committee consisting of key stakeholders, such as faculty members, researchers, administrators, and legal or compliance experts. The committee oversees the policy review process and ensures its integrity.

13.4.4 Documentation and Tracking: Maintain a comprehensive record of all research policies, including their review dates, changes made, and the rationale behind the revisions. This documentation facilitates transparency, accountability, and future reference.

13.4.5 Policy Revision and Approval: To revise and update research policies, SRLKT shall follow a structured process that involves multiple stages of review and approval, with the responsibility entrusted to R&D Cell. The process includes:

13.4.6 Policy Proposal: Any member of the SRLKT can propose a policy revision based on identified needs, emerging trends, or feedback from stakeholders. The proposal includes a detailed justification for the revision.

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13.4.7 Internal Review: The proposed policy revision undergoes an internal review process led by the policy review committee. The committee assesses the proposed changes for their feasibility, impact, and compliance with relevant regulations and best practices.

13.4.8 Stakeholder Consultation: Solicit feedback from relevant stakeholders, including faculty members, researchers, administrators, and legal or compliance experts. This consultation ensures that diverse perspectives are considered and that the revised policy addresses the needs and concerns of all stakeholders.

13.4.9 Approval and Adoption: Once the policy revision is finalized, it undergoes an approval process. This typically involves obtaining approval from relevant institutional authorities, such as the research committee, academic council, and executive management. Upon approval, the revised policy is officially adopted and implemented.

14 CONCLUSION

In conclusion, our commitment to fostering a thriving culture of Research and Development (R&D) at SRLKT initiatives stand as a testament to our dedication to intellectual growth, innovation, and societal progress. This R&D policy encapsulates our vision for the future. A future where the pursuit of knowledge knows no bounds, where innovation becomes a way of life, and where our academic community actively contributes to solving global challenges. As we embark on this collective journey, let us be guided by the principles of curiosity, collaboration, and impact. Together, we will continue to push the boundaries of what is known, inspire transformative discoveries, and make meaningful contributions to the world. The R&D policy is not just a document; it is a roadmap to excellence, and we invite every member of our academic family and stakeholders to play a vital role in shaping the future through the lens of R&D.

Dr. Aaditya Khare
(Director Admin)

Annexure: II

FORMAT FOR SUBMISSION OF PROPOSAL

1. Assistant Professor (Research Investigator)

(i) Name:

(ii) Sex: (M/F)

(iii) Date of Birth:

(iv) Category: (GEN/SC/ST/OBC)

(v) Qualification:

(vi) Designation:

(vii) Address:

Office:

Residence:

E-mail:

2. Area of Specialization

3. Research/consultancy projects handled in past

S.no.	Title of project	Role PI/Co-PI	Funding agency	Amount	Duration

4. Teaching and Research Experience of Assistant Professor (Research Investigator)

(i) Teaching Experience:

S.no	Position	University/Institute/Industry	From	to	Duration

(ii) Research Experience:

S.no	Position	University/Institute/Industry	From	to	Duration

(iii) Year of Doctoral Degree:

(iv) Title of thesis for Doctoral Degree:

Dr. Aaditya Khare
(Director Admin)

(v) Publication:

(a) Papers Published: Accepted:
        Communicated:
    (b) Books Published: Accepted:
Communicated:
(Please enclose the list of papers and books published and / or accepted during last five years)

5.(i) Project Title

(ii) Introduction

- Origin of the research problem
- Review of Research and Development in the Subject:
- International Status
- National Status
- Significance of the Study
- Its potential contribution to knowledge in the field of social relevance or nationalimportance.
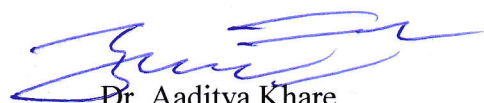- Interdisciplinary relevance

(iii) Objectives

(iv) Methodology

(v) Work Plan

(vi) Expected Outcome

6. Financial Assistance (uptoRs. 1.00 lakhs)

S.no.	Budget head	Amount	Justification
1	Books and Journals		
2	Hiring Services		
3	Contingencies		
4	Special Needs		
5	Chemicals and Consumables		
6	Travel and Fieldwork		

7. Any other information which the investigator may like to give in support of this proposal.

Dr. Aaditya Khare
(Director Admin)

Certificate from Principal Investigator

To certify that:

a) I shall abide by the rules governing the scheme in case assistance is provided to me for the above project.

c) I shall complete the project within the stipulated period and will submit the completion report and shall attempt to Publish the outcome of proposed proposal.

NAME AND SIGNATURE:

a) Assistant Professor (Research Investigator)

Dr. Aaditya Khare
(Director Admin)

Mr. S.S.Bajaj
(Executive Director)