**Stanley College of Engineering & Technology for Women (Autonomous)**

(Approved by AICTE and Affiliated to Osmania University,

All eligible UG Courses Accredited by **NBA & NAAC ‘A’** Grade)

**Research Policy**

### BENEFITS AND INCENTIVES TO FACULTY

Guidelines for Administering The Policy

### Generation of Research Grants from any External Agency:

Faculty members are expected to submit proposals for research grants to the external funding agencies through R&D Cell of the institution.

Any research project grant sanctioned by any external agency, the faculty member is eligible to receive **10%** of the sanctioned research grant ( from the college funds ) as incentive from the college funds. If more than one of the faculty member Stanley, is involved in the project Stanley, the total incentive amount will be shared among the participating faculty members. Commencement of the research project is the criteria for consideration and sanction of incentive. A project cannot be included more than once in the project duration. Any publication or patent arising out of this research will also be eligible for incentive as per the policy.

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| --- | --- |
| * 1. **Patents and Copyrights** |  |
| a. International Patent Granted – | Rs. 30000/- |
| b. National Patent Granted – | Rs. 20000/- |
| c. Monographs/ Articles/ Copyright International – | Rs. 20000/- |
| d. Monographs/ Articles/ Copyright National – | Rs. 10000/- |

**Or 50% of Registration fee whichever is less**

Expenditure incurred by a faculty member in filing a patent application will be reimbursed immediately after acceptance of publication from the publisher in their journal for comments/examination, . Since it may take longer period for publication after acceptance,

### Consultancy Projects:

If there is a substantial contribution by the faculty members and the staff in the consultancy project, the incentive may be awarded as given below from the total value of consultancy amount received.

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| **Description** | **Share** |
| College | 20% |
| Principal | 5% |
| HOD | 15% |
| Faculty | 50% |
| Lab Assistant/ Technician and others | 10% |

Any exceptions to this policy must be approved in writing by the Principal through proper channel.

### Journal Publications:

The publications will be considered only if they are indexed in **SCI** (**Web of Science) / Scopus / UGC listed** and the incentive may be given as indicated below.

### Publication incentives for Engineering Faculty:

|  |  |  |
| --- | --- | --- |
| a. Scopus Free Journal | 1st Author | Rs. 8000/- |
|  | 2nd Author | Rs. 4000/- |
|  | 3rd Author | Rs. 2000/- |
| b. SCI Free Journal | 1st Author | Rs. 15000/- |
|  | 2nd Author | Rs. 7000/- |
|  | 3rd Author | Rs. 4000/- |
| c. UGC Listed Free Journal | 1st Author | Rs. 4000/- |
|  | 2nd Author | Rs. 2000/- |
|  | 3rd Author | Rs. 1000/- |

* + 1. **Attending Conferences/ Seminars***:*

A regular faculty member will be entitled for Financial Assistance for attending Conferences**/ Seminar**. The College level research committee will forward the commendations to the Principal for necessary approval.

### International conference/ seminar held outside India (Abroad)

50% of registration fee and OD may be given for a faculty member once in 5 years to present the accepted paper. 50% of actual travel expenditure or Rs. 40000/- towards travel whichever is less. Also faculty members are advised to apply for travel grant scheme to various funding agencies (UGC/ AICTE/ DST etc.) to attend abroad conferences. Incase travel grant is sanctioned by UGC/AICTE/DST etc. no separate travel expenditure will be sanctioned by the institution

### International conference/ seminar held in India

Registration Fee, TA & DA as per college norms and OD for presenting accepted paper may be given for a faculty member once in a year.

### National conference/ seminar

Registration Fee, TA & DA as per college norms and OD for presenting accepted paper may be given for a faculty member once in a year.

|  |  |
| --- | --- |
| * 1. **Book/ Chapter Publication*:*** |  |
| 1. Book published by International Publishers – | Rs. 25000/- |
| (John Wiley, Mc-Graw Hill etc.) |  |
| b. Book published by National Publishers - | Rs. 10000/- |
| (S. Chand, Dhanpath Rai etc.) |  |
| c. Chapter published by International Publishers – | Rs. 5000/- |
| d. Chapter published by National Publishers – | Rs. 2000/- |

### Attending FDPs/ STTPs/ Workshops/ SDPs/ Industry Training etc.

Registration Fee, TA & DA as per college norms and OD may be given to attend training programs held in India twice per year per faculty member.

### OTHER CONDITIONS / GUIDELINES

1. If an author from other university or college is involved, they will not be considered for incentive. Supervisors from STLW may be entitled for 1st author incentive even their name appears as 2nd or 3rd author in case of 1st author is research scholar outside the college.
2. It is the responsibility of the faculty member to produce evidence of having published paper/ book/ granted patent/ monograph or any for the purpose of getting incentive. He has to produce a printed copy and the HOD should attest the same.
3. The faculty member is expected to submit an application with attaching copies of evidence duly countersigned by the HOD and Dean (R & D) for necessary approval.
4. After verifying the claim and approval by the Principal, the office of college will disburse the amount following the usual procedure.
5. The criteria and modalities will be amended at any time, then and there, by the College. The college reserves the right to change or amend or suspend the policy without any notice.

### INHOUSE R&D

The college encourages its faculty to undertake department-wise R&D activities along with students and other staff members.

* + Each Department can get a financial assistance up to Rs. 50,000/- in a year from the management for in-house R & D work.
  + Staff members can submit their proposals through the Head of the Department and can avail a maximum of Rs. 5,000/- per project, towards developing a prototype or model.

### TA/ DA Rules

The following rules will apply normally to the employees of the college whenever they perform a journey for official work and deputed by the college.

### Travelling Allowance:

* + - Fare limited to 2nd AC / Volvo for Principal & Professors
    - Fare limited to 3rd AC / Semi- Sleeper for Associate Professors
    - Fare limited to Sleeper Class / Hi-Tech Bus for Assistant Professors & Other Staff

### \* Travel by air may be permitted based on the necessity/ case to case

* 1. **Daily Allowance:**

|  |  |  |
| --- | --- | --- |
| **Designation** | **Tier I Cities** | **Tier II & Other Cities** |
| Principal/ Professors | 1000 | 750 |
| Associate Professors | 750 | 500 |
| Assistant Professors/ Other Staff | 500 | 300 |

* 1. **Accommodation:**

|  |  |  |
| --- | --- | --- |
| **Designation** | **Tier I Cities** | **Tier II & Other Cities** |
| Principal/ Professors | 3000 | 2000 |
| Associate Professors | 2000 | 1000 |
| Assistant Professors/Other Staff | 1000 | 500 |

* 1. **Local Conveyance:**

Principal/ Professors **- Taxi**

Associate Professors/Assistant Professors/Other Staff **- Auto**

**\***To be regulated according to the distance covered.

Application for reimbursement of expenditure incurred in connection with publication of Patent Rights

|  |  |
| --- | --- |
| Name of the Faculty Member |  |
| Designation |  |
| Names of the faculty members of the institution contributed for Publication (Principal Contributor working in the college will be considered. |  |
| Patent Title |  |
| Name of the Publisher |  |
| Patent Rights  National /International |  |
| No of already published during the current academic year |  |
| Total Expenditure incurred |  |
| Signature of the applicant with designation |  |
| Recommendations of the HOD/ Dean |  |
| Eligibility as per institutional Rules | 1. International Patent Granted : Rs. /- 2. National Patent Granted: Rs. /-   Actual expenditure is the same is less than the above  maximum limits |
| Amount Recommended for Sanction  Approval of Principal |  |
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Application for reimbursement of expenditure incurred in connection with publication of articles in Scopus / SCI (Web of Science/ UGC listed journals

|  |  |
| --- | --- |
| Name of the Faculty Member |  |
| Designation |  |
| Title of Article published |  |
| Please indicate Publication of article indexed in | Publication in Scopus / SCI (Web of Science/ UGC listed journal will only be considered |
| Whether Author No: 1 or 2 or 3 |  |
| Amount eligible for sanction |  |
| Recommendation of HOD |  |
| Approval of Principal |  |
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Note: Publication in Scopus / SCI (Web of Science/ UGC listed journal will only be considered