Dr. K. V. SUBBA REDDY INSTITUTE OF PHARMACY

(Approved by AICTE & PCI New Delhi, Permanent Affiliated to JNTU Anantapur, Anantapuramu,
MoU with Government General Hospital, KMC, Kurnool)
Recognized U/s 2(f) and 12(B) of UGC act 1956
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RESEARCH POLICY

Aims of the Research Policy:

The research policy of the college aims to create and support a research culture among its teachers, staff and students and leverage it for enriching and enhancing the professional competence of the faculty members; for developing and promoting scientific temper and research aptitudes of all learners; for realising the vision and mission of the college and for contributing to national development by establishing an institutional fund and plan for facilitating their participation in research and related activities and by providing the required resources and appropriate facilities.

It also aims at ensuring that the research activities of the college conform to all applicable rules and regulation as well as to the established standards and norms relating to safe and ethical conduct of research.

Scope of the Research Policy:

This policy shall apply to all the researchers of the college and for the purpose of this policy 'researchers' are defined to include

i) All staff, temporary and permanent, who are active in teaching, research, administration and provision of any form of support to the core functions of the college;

ii) All students registered with the college;

iii) All mentors, guides, external experts and sponsors associated with any of the research activities of the college

iv) All academic and administrative departments of the college;

This policy shall apply to all the research and related activities of the college and for the purpose of this policy research and related activities will inter alia include

1. Research activities including basic, strategic and applied research undertaken either for fulfilling the requirements of academic degrees or for solving problems

2. Scholarly activities intended to expand knowledge boundaries by analysis,

synthesis and interpretation of ideas and information by making use of rigorous methodologies

3. Knowledge compilation and communication initiatives for keeping abreast of academic developments in any knowledge domain such as writing of textbooks, chapters of textbooks, monographs; developing/updating curriculum, etc.

4. Creative activities involving the generation of new ideas, innovations, hypotheses, images, performances or artefacts, including design in any field of knowledge which leads to the development of new knowledge, understanding or expertise;

5. Research projects of students undertaken as part of the curriculum or for enriching it

6. Publication, presentation and communication of the research outcomes and related activities

Objectives of the Research Policy:

i) To strengthen the institutional capacity for strategic, technical and operational planning, budgeting and control of all research activities of the college

ii) To create and administer a research fund for supporting and facilitating research initiatives and projects of faculty members and students

iii) To develop rules, procedures and guidelines for granting research support, instituting awards, and supporting all other related activities

iv) To develop rules, procedures and guidelines for granting study leave, sabbatical leave, duty leave, reduction in workload, etc. for faculty members undertaking research activities

v) To provide a modality for proper coordination of all research activities of the college and aligning these to the vision and missions of the college and national development goals.

vi) To prepare and regularly update the research agenda of the college outlining the preferred focus areas and priorities of research activities to be supported

vii) To guide faculty members in the effective integration research projects with the regular curriculum implementation and curriculum enrichment activities

viii) To identify and inform researchers about the appropriate research opportunities announced by different academic, research, industry or government organisations

ix) To promote interdisciplinary research and establish modalities for preparing and undertaking joint research projects covering more than one knowledge domain as well as policies for involving external agencies/experts in such projects

x) To define an enabling framework for researchers to obtain sponsorships for research projects and which makes the participating researchers responsible for the successful implementation of the project

xi) To develop and promote linkages with the Research Council of the JNTUA University and enable all the researchers of the college to benefit from the activities and programmes of the council

xii) To identify and establish linkages including MOU s for long term relationships with national and international research organisations for widening the scope of research opportunities and funding options available to the teachers and students of the college.

xiii) To identify and establish linkages including MOU s for long term relationships with industry bodies and individual companies for creating opportunities for teachers and students of the college to involve themselves in real life research projects and obtaining sponsorships

xiv) To encourage and facilitate the publication of the research work/projects in reputed academic journals

xv) To encourage and facilitate the presentation/communication of the research work/projects as well as their findings and recommendations through academic events such as workshops/seminars/guest lectures or the media

xvi) To compile data on all the research work/projects undertaken by the teachers and students in to a database for easy monitoring and analysis of the progress being made by them from year to year

xvii) To provide a mechanism for ensure that academic staff attain the desired mix of teaching, research and consultancy outputs so as to achieve the level stated in the College mission;

xviii) To draw up and adopt a research code, which informs all researchers about the ethical and legal norms and principles to be followed in the conduct of research

xix) To prepare and implement a research quality assurance mechanism for ensuring that all research activities of the college conform to standard quality specifications

xx) To develop, prescribe and administer rules and procedures to ensure the compliance of all researchers to the research quality assurance framework, the research code and all the applicable rules and regulations.

Composition of Research Cell:

Research Cell will have the following composition

• Principal – Chairperson

• A Professor – Convenor

• Senior Faculty from every Department – Members

• Industry/Academia representative - Member

• Two student representatives - Members

Research Cell may be expanded with the inclusion of more members as necessary. It may also set up and promote 'Action Groups' for managing specific projects/activities.

Research Policy Implementation Mechanism:

The Research and Development Cell of the college shall be responsible for implementing this research policy of the college by working closely with the college management. The specific roles and functions of the research cell will be as follows

1. Facilitate the faculty in undertaking research and will work with the college management to set up a research fund for providing seed money

2. Provide research facilities in terms of laboratory equipment, research journals and research incentives etc. required by the faculty.

3. Encourage and promote a research culture (eg. teaching work load remission, opportunities for attending conferences etc.).

4. Encourage the faculty to undertake research by collaborating with other research organisations/ industry.

5. Create suitable procedures for giving due recognition for guiding research.

6. Facilitate the establishment of specific research units/ centres by funding agencies / university.

7. Organise workshops/ training programmes/ sensitisation programmes are conducted by the institution to promote a research culture on campus.

8. Prepare budgets for supporting students' research projects.

9. Invite industry to use the research facilities of the college and sponsor research projects.

10. Approach National and international organisations such as UGC, ICSSR, ICHR, ICPR, DST, DBT, UNESCO, UNICEF to fund major and minor research projects undertaken by the faculty / students

11. Make efforts to improve the availability of research infrastructure requirements to facilitate research.

12. Develop and implement an official Code of Ethics to check malpractices and plagiarism in research.

13. Facilitate Interdepartmental / interdisciplinary research projects.

14. Institute research awards.

15. Create incentives for the faculty who receive state, national and international recognition for research contributions as well as research awards and recognition from reputed professional bodies and agencies.

16. Encourage and promote the publication of research articles by the faculty in reputed/ refereed journals.

17. Create and maintain a database of research work and research projects undertaken by the faculty and students as well as collect data by metrics such as Citation Index, Impact Factor, h-index, SNIP, SJR, etc.

18. Publicise the research expertise and consultancy capabilities available in the college.

19. Facilitate the provision consultancy services to industries / Government / Non-Government organizations / community/ public.

20. Prepare Rules & Guidelines for Grant of Research related leave and other remissions

21. Prepare Guidelines for design and evaluation of curriculum oriented research projects

22. Prepare a college research agenda with relative priorit

CONSULTANCY POLICY

Objective: To establish a framework to support consultancy activities

Eligibility:

i) This policy applies to all faculty and staff of Dr. K. V. Subba Reddy Institute of Technology.

ii) The faculty members involving in the conduct of a consultancy service can avail on-duty for industrial visit and meeting industry person for discussion related to consultancy work.

iii) The faculty or staff must ensure that the consultancy work does not create a conflict of interest with the role of the faculty in the college.

Circumstances under which consulting activity may be permitted:

i) The Organization requiring consultancy services from Faculty or the Department shall write to the Principal indicating the expertise required.

ii) The Principal on receiving the request from the Organization shall inform to the Department concerned.

iii) The Head of the Department shall nominate the Faculty or a Group of Faculty having the required expertise and get permission from the Principal.

iv) In considering whether or not permission will be given for consulting activity, the Principal will take into account such factors as the compatibility of the activity with the responsibilities and commitments of the Faculty member(s), potential conflicts of interest and the use of Institution resources.

v) An MoU may be signed between the Organization and the Department towards the nature of Consultancy Work and the commercials involved in the presence of the Principal.

vi) The Faculty or a Group of Faculty engaged in the consultancy work shall periodically report the progress of the consultancy work to the Principal through the Head of the Department.

Publications:

• Publication arising from consultancy work shall include the Faculty affiliation of the College and acknowledge for the facilities used from the college.

Intellectual property Rights (IPR):

• College IPR may be used where not in conflict with rights of third parties or any commercialization plan.

Other Commercial Rules:

i) College facilities and resources may be used and must be charged in line with the guidelines from the Principal, from time to time.

ii) Meeting related to Consultancy Work with the Organization may be conducted in College premises.

iii) Tax is applicable for the revenue generated through consultancy work.

Policy for Revenue Sharing in Consultancy:

i) Dr. K. V. Subba Reddy Institute of Pharmacy, encourages faculty members to do consultancy service to support external engagements that facilitate knowledge and technology transfer contributing to economic and social impact. Such activities serve to link Institute and its faculty members more closely to the Industry.

ii) Consultancy work can bring financial benefits both to the institution and its employees.

iii) In view of encouragement the Management has decided to share the revenue generated out of Consultancy Services to the Faculty or Group of faculty as follows.

S. No.	Particulars	Faculty	Management
1.	Use of institute space and or equipment	40%	60%
2.	For providing solutions/expertise to problems of the industry	60%	40%

iv) **Price:**

This is the price the client/organization will pay for the consultancy work. To avoid confusion or dispute later, care must be exercised to ensure clarity as to the inclusion or exclusion of items such as travel and subsistence as well as any special charges for materials or use of facilities in the institution.

v) **Costs:**

This is the calculation made for internal use only to determine the costs towards faculty expertise and resources including the use of college space and equipment.

ACADEMIC POLICY

Academic Advising is a resource for students to receive information and guidance about gaining the most from their experience as a student in the College of Engineering. Advisors will advise in the planning of courses to achieve the degree, adding or dropping courses, career paths, honours, research and more. All students are required to meet with their advisor during designated advising periods prior to registering for classes each semester. It is recommended for students to regularly meet and build a working relationship with their advisor.

In the College of Engineering, students are assigned to a faculty advisor in their department or a professional academic advisor in the Student Development Center, 3612 SC. Assignment to faculty or professional advisors is determined by program of study and class year. Students may request to change their advisor when it is deemed appropriate.