

RESEARCH AND DEVELOPMENT POLICY

Strength of an Educational Institution is measured by research productivity, knowledge generation and innovation. The attainment of these activities depends upon the alignment of faculty with all the aspects of research initiatives being undertaken at the Institution level. Chennai Institute of Technology (CIT) aims to achieve excellence in research and strives to be one of the top 100 Institutions in India in research frontier.

At CIT, we believe in shaping an inclusive and supportive research culture for all towards achieving this goal.

This document provides research and consultancy policy and reward schemes.

Objectives:

- Creating an ambience to nurture research
- Promoting inter and multi-disciplinary research
- Publishing papers in journals of international repute and in conferences
- Creating quality human resources for scientific research
- Providing valuable consultancy services to the industry community
- Encouraging and motivating the faculty members for their research output by financial support and by awards

CIT Research Promotion Support Schemes

The Institution recognizes the research carried out by its faculty members and research scholars by granting incentives for publishing papers, contribution to h-index of the Institution through citations, funded projects, consultancy works and patents.

I. Incentive Schemes

A. Publications

(i) (a) Publication of Research Papers

Faculty members are expected to publish all the research findings in the form of

technical papers in the Web of Science indexed / Scopus indexed journals having high Impact factors.

Web of Science

S. No.	Norms	Incentive in Rs.
1	For First Author	10,000/-
2	For Second Author	5,000/-
3	Third Author	3,000/-

Scopus

S. No.	Norms	Incentive in Rs.
1	For First author	6,500/-
2	For Second author	3,500/-
3	Third Author	2,000/-

(b) For Co-authoring with Higher Learning Institutions like IITs / IISc and top ranked universities abroad in addition to the above incentive a special incentive of Rs. 10,000/- will be given.

(c) High Impact journal papers

For every paper published in a journal with more than 5 impact factors, the first and corresponding author will get an additional incentive of Rs. 5,000/- and Rs. 2,000/- respectively.

(d) Collaborative Research Publications

Papers with National collaboration (premier institutions like IITs, IISc, NITs), An additional incentive of Rs. 3,000/- for the first author and Rs. 2,000/- for the second author shall be given.

Papers with International collaboration (Top 200 QS ranked University / Institutions) - An additional incentive of Rs. 5,000/- for the first author and Rs. 3,000/- for the second author shall be given.

Policies for Journal Publications:

- Affiliation must be Chennai Institute of Technology.
- Applicable only for papers published in Science Citation Index (SCI) Journals / Web of science / Scopus
- Faculties are encouraged to publish joint research papers with experts from Tier-1 Institutions / Industries.

(e) Authoring Books

In order to improve the teaching skills and to improve the subject knowledge, faculty members can publish text books with leading publishers with ISBN. They can also author book chapters

S. No.	Norms	Incentives in Rs.
1	Text/ Reference Book published by an International publisher with an established peer review System	15,000/-
2	Partial contribution to edited knowledge-based volumes published by international publishers	5,000/-
3	Articles in reputed National Newspapers	1,000/-

B. Sponsored Projects

All the faculty members are encouraged to do research works. Faculty members after joining the Institution shall affiliate themselves with any one of the Special Interest groups functioning at their departments according to their specialization / area of interest.

All the faculty members are encouraged to prepare and submit research proposals to funding agencies seeking funds to carry out the research work. Faculty members have to refer the latest research papers published in that area before writing the proposals. Centre for Research of the Institution will provide all the assistance in preparing the research proposal.

The prepared research proposal will be scrutinized by the Research committee of the Institution and the committee will provide necessary guidance for modification if any in

the proposal. If the proposal funding amount is more than 25 Lakhs, an expert from Industry may be invited to scrutinize the proposal. All the scrutinized proposals will be forwarded to the respective funding agencies.

The incentive scheme is as detailed below:

S.No.	Category	Name	Percentage of Share
1	Funded Research Projects from Govt. organizations, R & D Organizations, Industry, University and approved non – Govt. organizations.	Principal Investigator	5% of the Received Fund after receiving the fund [wherever the submission of Utilization Certificate (UC) is essential every year for the release of the fund then the incentive will be given only after the submission of Utilization Certificate (UC) on pro rata basis for each year]
		*Co - Investigator (one member)	Total of 2.5% of the Received Fund will be shared [wherever the submission of Utilization Certificate (UC) is essential every year for the release of the fund then the incentive will be given only after the submission of Utilization Certificate (UC) on pro rata basis for each year]
* If more than one Co-investigator - 2.5% will be shared equally			

Terms and Conditions

- i) Both PI and Co- PI are eligible for the award.
- ii) For sanctioned amount not received by the Institution from the funding agencies, the Investigator will receive only Certificate of Appreciation.

C. h - index

For the faculty members whose papers newly contributed to the h-index during the period Jan – Dec every year will be awarded with a cash prize of Rs. 5000/-.

D. Seed Money

- i) Faculty members are encouraged to apply for seed money from funding agencies or industries relevant to their field of interest.
- ii) CIT management will consider seed money for the research projects, if the proof of concept is established by the faculty. In such cases, the Research Committee (RC) may recommend for the award of seed money up to five lakh rupees from the Management to carry out the initial research based on the quality and importance of the research proposals.

After successful completion of initial research using the seed money, the faculty members shall apply to receive grants from funding agencies for further progress of the research work.

E. Consultancy Work and Testing services

Department has to undertake consultancy works by utilizing their faculty expertise and the infrastructure facilities of the Institution. Consultancy works may be carried out even beyond the Institution working hours. Departments shall approach different Government departments and industries for the consultancy work.

CIT Institute of Engineering and Technology follows a unique Incentive scheme to reward the faculty for the Consultancy Project works carried out in the respective year. The incentive scheme is as detailed below:

S.No.	Category	Percentage of Share
1	Individual / Team using the expertise and Institution resources.	Ratio of 40:60 is shared between Institution and Individual / Team respectively.

2	Individual / Team using the Institution resources only like testing services.	Ratio of 60:40 is shared between Institution and Individual / Team respectively.
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F. Executive Development Programs

To train the nearby industry persons, faculty member shall conduct the Executive training programme by utilizing the expertise of our faculty members in the industry premises. They may also participants from industries to the Institution premises to conduct the programme.

For the faculty members who are conducting such programme will be given Rs.3000/- for a full day session and Rs.1500/- for a half-day session as incentive.

G. Faculty Support Scheme

The following support schemes are available to promote research:

- i. In order to have a good network with the academic and research community it is essential that all faculty members should become members in reputed professional bodies. Depending on the value addition the Institution will get out of the membership, the Management may sponsor the membership fee to all faculty members who become member of the Professional bodies.
- ii. Research Work Spaces: Dedicated work space for researchers and interfaces with industry and global research organizations are provided to all researchers.
- iii. Travel support for attending conferences: As per the travel norms researchers will be provided financial support for attending National and International conferences.
- iv. Access to e- resources for promoting learning and development.
- v. Research awards as recommended by the Research Committee.
- vi. Research café meetings – Informal interactions within the campus to help researchers discuss research gaps and to share best practices.

H. Research Associates / Research Assistants

In order to complete the research work in the minimum possible time, Principal Investigator may request for the appointment of Research Associates / Research Assistants. Based on the need, the research committee will recommend the Principal / Management to appoint the Research Associates / Research Assistants. The appointed Research Associates / Research Assistants will be supported by the Institution for a maximum period of twelve months from the date of commencement of the project beyond which the Principal Investigator shall continue their appointment if needed on receiving sponsored research funding.

I. Institutional Fellowship for Ph.D. candidates

This fellowship is open only to candidates opting the Ph.D. programme at CIT as full-time candidates.

All candidates applying for this fellowship have to appear for an interview conducted by the Research committee and those who qualify will be offered a fellowship of Rs. 20,000/- per month for a period of three years. Scholars with a valid GATE score will get an additional stipend of Rs. 5,000/- for a period of three years.

J. Research Scientist

Faculty members who have been appointed / assigned as full-time research scientist shall take up research related activities only. They shall not be given any other academic and administrative activities. Their roles and responsibilities are as follows:

Roles

- Carrying out research activities in their field of specialization.
- Establishing research facility at the Institution.
- Receiving research grants from the Government and Private funding agencies to set up infrastructure facilities and to carry out the research.
- Collaborating with research scientists of premier Institutions and Industries and to carry out collaborative researches.
- Guiding the full-time research scholars for Ph.D programmes, if recognized by the university as research supervisor.
- Guiding the budding research at the Institution.

Responsibilities

- Publishing technical papers in high impact factor journals with a set target of a minimum of 4 papers in a year.
- Receiving grants from Government and Private funding agencies with a set target of minimum one major project with a funding of more than 10 lakhs and minimum 2 minor projects with a funding between 5 lakhs and 10 lakhs in a year.
- If recognized by the University as a research supervisor, then has to guide a minimum of 4 full time / part time research scholars at any point of time.
- Filing and publishing of patents with a set target of minimum 5 patents in a year.

K. Grouping of Faculty members based on their interest

In order to provide ample opportunity and also to have more protective time to carry out the research activities, faculty members are given opportunity to align themselves in any of the following three categories:

Category	Description
A	Faculty members who are interested in full time research work only.
B	Faculty members who are interested in taking both research and Academic work on par with each other.
C	Faculty members who are interested only in Academic activities.

Yearly Targets	Category A	Category B	Category C
Workload	Faculty members shall devote their time fully for research activities only. They need not take up any academic activities. However, if they are willing, they can take one theory or Laboratory course and guide students' project work.	Faculty members will be given 50% academic workload based on their cadre. Remaining 50% time they have to devote for research related activities.	Faculty members shall be given only academics related activities and their performance shall be evaluated based on the faculty assessment criteria.
Journal Publication	Minimum 4 technical papers in highly cited web of science indexed / Scopus indexed journals	Minimum 2 technical papers in a highly cited web of science indexed / Scopus indexed journals	To concentrate on students, inter disciplinary projects and consultancy work. Minimum 2
Grant	Should get minimum one major project with a funding of Rs.10 Lakhs and above and two minor projects with a funding	Should get minimum one major project with a funding of Rs.5 Lakhs and above and two minor projects with a	interdisciplinary projects and consultancy to the tune of not less than Rs.25,000/-.

	between Rs. 5 Lakhs and Rs. 10 Lakhs.	funding between Rs. 2 Lakhs and Rs. 5 Lakhs.	
Patent	File and Publish minimum 5 Patents	File and Publish minimum 2 Patents	
Guiding Research Scholars	If recognized by the University as a research scholar, then has to guide minimum 4 research scholars at any given time	If recognized by the University as a research scholar, then has to guide minimum 2 research scholars at any given time	
Domestic and International Collaboration	Minimum 2 collaborations with Premier academic Institutions / Research organizations in India and abroad.	Minimum 1 collaboration with Premier academic Institutions / Research organizations in India and abroad.	
Other Responsibilities	<p>Developing prototypes / virtual models / proof of concept in support of their research findings and to submit the proposal for seeking seed money to pursue the research work..</p> <p>Visiting research laboratories at DRDO / ISRO / CSIR and</p>	<p>Developing prototypes / virtual models / proof of concept in support of their research findings and to submit the proposal for seeking seed money to pursue the research work.</p>	<p>Should produce 100% results,</p> <p>Should impart skill training to the students to get placements with higher salary packages.</p>

	<p>other premier Institutions / organizations on regular basis and to carry out collaborative research work.</p> <p>Guiding the budding researchers (Faculty and students) at the Institution</p>		
Incentives	<p>Faculty members under this group are not eligible for any of the incentives within their set targets. However, when their contribution is exceeding the set targets then they shall be given the incentives as per the research policy mentioned under category A to G</p>	<p>Faculty members under this group are eligible for 50% of the incentives for their contribution within their set targets. However, when their contribution is exceeding the set targets then they shall be given full incentives as per the research policy mentioned under category A to G</p>	<p>Their achievements in Journal publications, filing and publication of patents and receiving grants will be suitably awarded as per the incentives awarded for different achievements</p>