



**BHARATI VIDYAPEETH
(DEEMED TO BE UNIVERSITY), PUNE**

RESEARCH AND CONSULTANCY POLICY

**Bharati Vidyapeeth
(Deemed to be University), Pune**

**A+ Accreditation (third cycle) by NAAC in 2017
Category-I Deemed to be University Grade by UGC**

**RESEARCH AND CONSULTANCY
POLICY**

**Bharati Vidyapeeth (Deemed to be University), Pune
Bharati Vidyapeeth Bhavan
Lal Bahadur Shastri Marg, Pune – 411030 (India)**

PREAMBLE

Research is the foundation of knowledge that brings new energy, builds state of the art facilities, promotes research publications, develops collaborations and provides opportunities to become part of research community at the large that shares the common objectives. Research and innovation are the key for economic growth where the success of any organization depends upon quality research activities undertaken by them. Universities with faculty members having inclination towards research and innovation can sustain, survive and emerge successful in today's competitive scenario. The Bharati Vidyapeeth (Deemed to be University), (BVDU)Pune strives to achieve the excellence in research, undertake consultancy, and instill a spirit of collaborative and interdisciplinary research among its faculty and students. The university through its recognized research centers at its constituent units committed to promotes research culture for better outcome. Taking these into considerations, following Research Policy of the University is formulated, that covers all major aspects as follows:

1. Research Policy
2. Consultancy policy
3. Policy for Deputing Faculty for Conferences, Workshops and Seminars
4. Incentives for Publications Policy
5. BVDU Seed Money Funding Policy
6. Research Promotion Policy

The implementation and updating of Research Policy shall be carried out by the IQAC of the university. The Research and Development Committee (BVDU-RDC) and Intuitional Research Committee (IRC) of each constituent unit should implement Research related policies of the University and to monitor research activities of the university /constituent units. The university's research policy may be suitably adopted by the constituent units by adding appropriate clauses as applicable.

Bharati Vidyapeeth (Deemed To Be University), Pune

1) RESEARCH POLICY

1. VISION

To create a robust and sustainable mechanism for developing and strengthening the research ecosystem within BVDU, aligned with the provisions of NEP-2020

2. OBJECTIVES

- To instill, inculcate and promote research aptitude in faculty, research scholars and student fraternity with an aim to facilitate and support high quality research.
- To nurture an environment of undertaking socially useful, translational research with potential for commercialization.
- To identify avenues for interdisciplinary collaborative research.
- To motivate faculty and students for obtaining IPR and quality publications in journals of international repute.
- To review research policy from time to time and to align it to the changing needs of society and industries.

3. PRINCIPLES OF RESEARCH POLICY

The University hereby affirms the following principles concerning to its research:

- Every researcher (Faculty and Students) should be free to select the subject matter of their research. The research findings should be shared with other researchers and the research committee with an objective of having transparency and openness in research.
- Research activities should not violate professional ethics pertaining to the health, safety, privacy and other personal rights of the human beings.

The research policy is applicable to all faculty, research scholars and students of the university.

4. POLICY AND GUIDELINES:

- **Undertaking Research**

Faculty members of the University and research departments 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. All academic staff should, where appropriate, seek research funds in support of their research. The requirement to undertake research is a career expectation and will be balanced with the other obligations of academic staff including teaching and administrative responsibilities.

As per HR policy of the university, research output will be considered as one of the criteria for faculty recruitment and promotion along with other academic requirements.

- **Proposal for Research Funding**

The faculty members shall apply for extramural and intramural research project funding from respective agencies (e.g. AYUSH, DBT, DST, AICTE, UGC, ICMR, ICSSR, European Commission, BVDU etc). It is desirable to satisfy following number of publications:

Professor : 02 Proposals per academic year

Associate Professor: 01 Proposal per academic year

Assistant Professor: 01 university funded Proposal per academic year

- **Research Management**

The BVDU-RDC shall supervise, control and coordinate all the activities of research of the University. The university should provide suitable E-RMS software system for effective management of the research activities.

- **Periodic Review of Research Output**

Periodic review of research output shall be carried out by IRC of each institute /constituent unit and provide such information to BVDU-RDC and the IQAC of the University periodically (preferably quarterly) for assessment and required corrective actions, if any.

- **Capacity building for Researchers**

To encourage research culture and to enhance quality research output, mentorship /internship programs, workshops and training programs should be organized for faculty and research students.

- **Research Publications**

Each faculty shall have a target of minimum number of research papers per calendar year published in Scopus / Web of Science / PubMed/UGC Care list / ABDC or indexed journals.

Professor and Associate Professor: 02, Assistant Professor: 01

If 2 or more faculties jointly write one research paper it will be considered as proportionate target achieved and the authors need to publish more research paper jointly or individually to complete the target of papers per calendar year.

- **Support for Faculty for Research**

Teaching and research are the two pillars which require substantial contribution to, by an academician. Policy and practice of incentives for research would give an enhanced feeling of satisfaction and encouragement to the faculty.

Incentives for research activities for faculty

(a) Monetary Support for research and publications

(b) Professional Recognition in the form of certificate /award/ reward.

(c) Academic Promotion in the form of increments/ promotions. BVDU-Research Promotion Policy and BVDU HR policy provides guidelines for the same.

- **Intellectual Property, start-up and commercialization**

Researchers (faculty, students, research fellows individually or in association with researchers of other constituent units of the university or external agency should follow recommendations made in respective policy.

- **Research Ethics**

Researchers should strictly follow the recommendations made by the Ethics Committee of the Constituent Unit concerned.

All faculty and researchers should adhere to the guidelines of the UGC document on “Good Academic Research Practices” (September 2020) by the UGC.

5. IMPLEMENTATION OF THE RESEARCH POLICY

The university shall review the implementation of research policy based on the recommendations of the BVDU –RDC that will annually review the policy. The policy shall be announced publicly through the website of the university.

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Bharati Vidyapeeth (Deemed To Be University), Pune

2) CONSULTANCY POLICY

1. Preamble:

Professional development of faculty through consultancy projects is promoted by the university. The BVDU encourages the faculty to undertake consultancy assignments which will promote the transfer and application of knowledge for solutions to industry, corporate and societal projects. Consultancy may be with both public and private entities, at national or international levels.

All faculty members would have to secure advance approval from Principal / Director of the institute for consultancy projects in order to ensure that the activity is beneficial to the constituent unit/University and within reasonable bounds. The university's Consultancy policy may be suitably adopted by the constituent units by adding appropriate clauses as applicable.

2. Broad Guidelines

The faculty desirous of accepting a consultancy work from any external agency should put up the Consultancy Proposal on a prescribed proforma, the Assignment Proposal and details of Agreement/ MOU / NDA and Standard Terms and Conditions of the proposed Contract. All such proposals shall have to be accompanied with a communication from the Client by e-mail or through letters clearly indicating the title, scope, and duration of the proposed consultancy as well as the amount of consultancy charges being offered with timelines and deliverables, and any other relevant information. The estimated budget should be in a format so as to be processed and executed easily by the Finance and Administration departments.

3. Consultancy Rules and Guidelines:

3.1 Scope

- 3.1.1. Consultancy Services may be offered to Industries, Service Sector, Govt. Departments and other National and International agencies in niche areas of expertise available in the University / institute.
- 3.1.2. The services offered shall be along the lines of 'Professional Services' and will carry obligations and ethical requirements associated with such services, as indicated in the standard terms and conditions.
- 3.1.3. Consultancy services offered may cover a variety of activities such as Feasibility Studies; Technology Assessments; Assessment of Design and / or Current Manufacturing Process; Material, Energy, Environmental and Manpower Audits; Product Design; Process Development, Software Development; General Troubleshooting, Retrofitting Exercises, Intensive efforts for transfer of highly focused skills and expertise to select groups in specific organizations, vision and strategy statement and so on.
- 3.1.4. Services such as Standardization, Calibration Testing and Evaluation services may be offered in which facilities are available or can be augmented. Such services should normally be backed by periodic calibration/standardization of laboratory equipment used for such purposes.

3.1.5. All Consultancy and related jobs need to be structured and executed in the spirit of promoting the university/ institute.

3.2 Consultancy Guidelines:

Consultancy work will be taken up by the BVDU faculty and research staff subject to the following norms:

3.2.1 A consultancy project/task/work is one where faculty and research staff provide knowledge and intellectual inputs to industry or other organizations (within India and abroad), primarily for their purposes/use.

3.2.2 The consultancy requirement originates from the industry/other organizations concerned or faculty can approach industry/other organizations. The faculty is expected to estimate the time and cost required to accomplish the task and the PI (Principal Investigator) then prepares the proposal.

3.2.3 All consultancy proposals must be sent under signature of the PI to Head of the Institute for endorsement and approval by Director/Principal.

3.2.4 IPR issue: All IPR related issues are agreed between the PI and the funding agency and should be cleared before signing MoU/agreement. Preferably, IPR will be jointly shared by BVDU/ constituent unit and the industry/ organization unless specified in agreement.

3.2.5 When MoU /agreement is cleared from all angles and acceptable to

both the parties, it will be signed by the PI and Director/Principal and industry/organization. A copy of the duly signed MoU/agreement will be sent to the other party and a copy retained in the office of Director/Principal and a copy given to Finance section of the unit.

3.2.6 All payments for consultancy work must be in the name of Bharati Vidyapeeth (Deemed to be University) / Constituent unit payable at respective constituent unit.

3.2.7 The responsibility for conduct of the project and the deliverables will lie with the Consultant Faculty-In-Charge, and the university/institute will only provide the necessary administrative support.

3.2.8 Faculty or PI will handle the project account and spend funds as required. Share of the Institute should also be transferred. The accountability of the same has to be maintained by the respective faculty / PI.

3.2.9 The consultancy cannot be at the cost of the duties of the said faculty member, hence a faculty member is permitted to devote an average of 16 hours (equivalent to Two working days) per week for all consultancy projects during a semester.

3.2.10 Recruitment of temporary staff/ project fellow for Consultancy Projects shall follow existing University norms and rules for project staff recruitment/as per the provision made in the sanctioned project. Purchases and travel for the consultancy project shall be from project funds budgeted for such expenses, and shall follow the existing University purchase and travel rules.

3.3 Consultancy Rules - Personnel:

3.3.1 Project responsibility: The projects headed by a Principal Investigator (PI), and may have Co- Principal Investigators (Co-PIs) and the deliverables are the responsibility of the PIs. The Institute will provide the PIs necessary support.

3.3.2 The time spent on consultancy and related assignments shall be limited to the equivalent of one to two working day(s) per week. In addition, consultants may like to utilize, on an average, one non-working day per week with prior approval of the head of the institution.

3.3.3 The services of permanent employees of the Institute may be utilized for the execution of the consultancy projects provided it does not affect their primary functions and responsibilities to the Institute.

3.3.4 Students who are willing to work on consultancy projects may be permitted as per Institute norms to do so, provided it does not affect their academic commitments and performances. Such work by students may be compensated by suitable honoraria/ appreciation certificate or it may be part of PG or PhD thesis. The record of the honoraria paid to students needs to be maintained by the PI/consultant.

3.3.5 Publications of Results: Consultants/ PI wishing to publish technical/ scientific papers based on the research work done under the project, should adhere to the MOU / acknowledge the assistance received from sponsoring agency in the publications.

3.3.6 Each project shall be undertaken under Standard Terms and Conditions or Specific research agreement or Memorandum of Understanding (MoU) describing the details of contract.

4 Consultancy Rules: Travel

- 4.1 Travel out of the campus on account of consultancy activities should be undertaken with intimation to the head of the institute. In case of Head of Institution and for international travel intimations should be sent to the Registrar BVDU for approval.
- 4.2 Registration and travel for attending conference/ workshop will be as per SOP Deputing Faculty for Conferences, Workshops and Seminars. The financial support can be made as per provision for the same in the sanctioned project.

5 Consultancy Rules: Project Execution

Consultancy projects are normally initiated by requests/enquiries from the industry directly to the Institute or by discussion between the industry and the Consultants.

- 5.1 If the enquiry is directly received by the Institute, the work will be assigned to specific consultant/or groups of consultants depending on their expertise, and existing commitments.
- 5.2 In the event of a client preferring the services of a specific consultant, the assignment may normally be assigned to the identified person by the Director / Principal.
- 5.3 All acceptance letters will be sent by the Consultant to the requesting agencies, in consultation with the Principal / Director, as the case maybe.
- 5.4 Consultancy project proposals (prepared in response to a client's request) are to be approved by the Principal / Director

who may examine the scope of the work and cost estimates. It is essential to discuss proposed work plans with a client vis-à-vis the scope and projected time-line, in order to obtain clarity before the consultant prepares the cost and estimates. The copy of the agreed document should be sent to the BVDU –RDC.

- 5.5 The charges, once finalized, will not be negotiable. However, if the scope is altered, a fresh estimate may have to be considered and approval to be taken from competent authorities.
- 5.6 Consultant should be aware of the potential for the generation of Intellectual Property during the execution of projects. The Intellectual Property Policy of the BVDU and in turn the MOU will govern all decisions and actions concerning the generation, handling, protection and commercialization of the Intellectual Property.

6 Consultancy Rules: Payment schedule

Payment to be made to BVDU / constituent unit as per agreed upon milestones

- 6.1 The charges for any assignment are normally payable in advance. 50% advance payment should be made if project is in one phase. However, exceptions may be made in respect of assignments involving charges exceeding Rs.1,00,000/-and with implementation period exceeding 3 months.
- 6.2 In case of large assignments, if project is broken into phases, then advance payment should be made before beginning of each phase. Such a payment schedule should ensure that (i) advance payment is received for every phase of work, and (ii)

the number of installments is reasonable and consistent with phases of work.

6.3 The expenditure and disbursements will be made through normal Institute procedures. The project expenditure for equipment and consumables will be maintained in a separate stock register by the PI/Consultant

6.4 The statement of expenditure and utilization certificate will be prepared at every financial year end by the competent designated authority which shall be verified by the Principal/Director. In case of a project costing more than 10 lakh it should be sent to the university office for the verification and approval by the Finance Officer.

6.5 In case of international consultancy assignments:

- a. Funds are to be received in foreign currency;
- b. service tax is not applicable;
- c. The consultancy assignment with the other party/funding agency of foreign origin should be in conformity with the laws of all the Countries involved and/or International laws as the case may be.

7 Distribution of Charges collected through Consultancy Projects

7.1 The charges collected through the consultancy projects will be distributed as follows:

Table A: Consultancy Fund Distribution

Category	Type of consultancy	Institute / constituent unit	Consultant
Category A	Services where institutional consumable and non-consumable facilities are required to be used (after deducting and transferring the cost of consumables to the consulting Institute / constituent unit)	60%	30 % to consultant 10% to operators etc.
Category B	Advisory consultancy in which the Institute / constituent unit infrastructure is not to be used	25%	75%

7.2 Service tax and other taxes, as applicable, shall be provided for in the project cost.

7.3 The budget should reflect the fees for the PI, Co-PI and the other investigators, overheads to the constituent unit, and service tax on the amount, if applicable. Service tax is not applicable on projects, if the funds are received in foreign currency. Expenses on equipment, supporting manpower, travel, contingency must also be included in the budget, if necessary.

7.4 All expenses for a consulting project, including the Overhead

Charges and the Service Tax, must be met by the sponsoring agency.

7.5 The minimum charges applicable in respect of consultancy jobs will be Rs 10,000/- excluding any applicable tax.

7.6 It is desirable that Preliminary Discussions/Site Visits, leading to the generation of consultancy proposals may be charged at a minimum rate of Rs 5,000/- (for US\$200 or equivalent in the case of international assignments) per day or part thereof, in addition to travel and incidental expenses as applicable.

7.7 Although a faculty member is free to charge whatever daily fee they deem appropriate, university recommends that the minimum daily fee for Scientific / Technical / Professional Advice be no less than one percent (1%) of the faculty member's salary.

7.8 The Consultant In-Charge can sanction payments to existing technical and supporting staff for work on a consulting project at a daily rate not to exceed one percent (1%) of said staff's salary, and subject to a monthly maximum of one half of the monthly gross salary of said staff.

7.9 The overhead charges or unused budget can be used by PI/ HOD or the institute for strengthening the research facilities of the college as per the financial norms of the BVDU.

8 Disbursement

8.1 Consultant Fees as well as charges payable to other staff may be disbursed as: In the case of short duration jobs entailing full advance payment, full disbursement to be made upon completion of the job and receipt of (i) a completion certificate from the PI / consultant and (ii) the project completion report

8.2 The money will be credited to the constituent unit, and paid to the consultant, technical staff, and operators at the conclusion of each consultancy case. This amount may be utilized by the institute for both consumable material, equipment and technical literature.

9 Review and other Related Matter of Consultancy Projects

It is essential to provide an effective framework to ensure smooth implementation of consultancy projects in the context of Educational, R&D and related activities.

9.1 Institution head and IRC should be in possession of basic information in respect of consultancy activities for record.

9.2 Proposals for a large sized consultancy assignments (More than 10 Lakh) may be reviewed by BVDU –RDC.

9.3 After completion of the project, final report should be submitted to the funding agency with a copy to BVDU –RDC and IQAC of the constituent unit.

9.4 The project file will be closed with the submission of the final technical and financial project report and transfer of the non-consumables and consumables to the Institute.

9.5 The consultancy work should comply with the Research Ethical policy guidelines of BVDU.

9.6 University or university staff shall not be responsible for any mishap or damage caused to man power or property while further applying the results of the consultancy project. This clause to be included in each consultancy contract.

10 Other

- 10.1 In case of start-up or long term association with any organization and in turn related earnings from Technology Transfer, Revenue Sharing and Royalty will be governed by the Intellectual Property Policy of BVDU, Pune.
- 10.2 If any faculty member contributes to an innovation or new concept to the existing technology, the same may be recorded in the service book of the person as an achievement.
- 10.3 Notwithstanding the above, and keeping in mind the best interests of the university, consultancy may be taken up in exceptional cases, not covered by the above rules, with prior approval of the Vice Chancellor, BVDU.
- 10.4 Consultancy assignments may be taken up and implemented, within the constraints indicated above, provided they do not have any adverse impact on the ongoing academic, research and related activities. Further, such assignments need to be carefully scheduled in the light of ongoing commitments. If required, a clear indication of the earliest date on which the assignment can commence may be clearly spelt out in the proposal form.
- 10.5 External Consultants in Consultancy Projects: The services of external consultants may be utilized to a limited extent in order to provide comprehensive services to clients. Such external candidates will be entitled to a lump sum honorarium/ fees. The honoraria payable to external consultants may not exceed 30% of the total consultancy fee specified in the Consultancy Projects Proposal.

3) Policy for Deputing Faculty for Conferences, Workshops and Seminars

1. OBJECTIVES

- 1) To motivate faculty and research students for attending the capacity building activities, research meetings, conferences organized by other universities, national and international organizations.
- 2) To promote skill development amongst the faculty, UG, PG and PhD students through industrial trainings, field visits, and working with NGO and related organizations.
- 3) To nurture professional networking, MOU, linkages
- 4) To enhance perception of the university in outside world.

2. Policy and Guidelines

A) FACULTY DEVELOPMENT PROGRAMMES (FDP)

- The assistance is applicable for permanent faculty members or those who have continually completed 3 years in the institute.
- Faculties should undergo at least 2 FDPs/ STC each of one week duration in a year (1 in six months); the mode of attendance could be online or offline.
- Faculty/ Head of institutions must ensure that they attend Orientation / Refresher / Research methodology course / workshops on syllabus up-gradation/ teaching learning evaluation / technology programmes / FDPs organized under the UGC supported HRDC / NPTEL / ATAL / STTP etc. of minimum two weeks duration.
- Reimbursement of travelling expenses will be permissible only for outstation FDP', STC skill development training/ industrial training or related equivalent training.
- Maximum reimbursement would be limited to II tier AC fare of the shortest route.
- For FDP, lodging and boarding expenses will have a cap of Rs. 1000 per day, subject to a limit of 6 days.

- Provision for local travel would be of 400 Rs. per day, subject to the condition that the distance between the FDP venue and location of stay should be more than 2 kms. The reimbursement claim should be corroborated with the appropriate invoice.
- Faculty members can utilize the maximum travel entitlement (to and fro IInd AC fare) both for travel and local conveyance. However, reimbursement is subject to the original tickets, bills and receipts. Faculty members have to bear the extra expenses over and above the maximum

B) CONFERENCES/WORKSHOPS/ SCIENTIFIC FARES

- C) The assistance is applicable for permanent faculty members or those who have continually completed 3 years in the institute.
1. The assistance to faculty members will be granted to the presenting author who presents oral/poster/invited talk in conference.
 2. The assistance to University authorities, Principal, Directors will be granted for attending the conferences/ workshop/inaugural functions, policy design meetings, to chair scientific sessions/ meetings. It will be at actual as per BVDU rules.
 3. The assistance attending conferences for will be provided to maximum of 10 percent faculty members of the constituent unit per year on rotation basis.
 4. The recommendation for funding of faculty will be based on the last 5 years research contribution for international (a minimum of 12 publications) and 3 years research contribution for national level (a minimum of 6 publications).
 5. The funding may be partly used from the funding available through travel funds in research projects /travel grants, if any.
 6. The funding may be part of full as per the credentials or faculty, standard of the conference and funding from any other agency. In case of international conference , the part funding may be up to 50% or less than that to compensate the expenditures.
 7. Faculty should take prior permission from BVDU for leaving head office for national or international travel. For air travel tickets should be booked at least

three months advance for international travel and at least 15 days prior for national travel.

8. BVDU Faculty is eligible to get TA and duty leave to visit industry in view of creating MOU or linkages etc.
9. The actual bills along with boarding pass to be submitted within 15 days of completion of conference/workshop.
10. The TA and DA will be applicable as per the cadre according to the rules of Bharati Vidyapeeth (Deemed to be University).

Table B: Allocation of funds for faculty research endeavors

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Research support	Subject to
Registration Fees for attending conferences / workshops and seminars to present research paper at other university /institutions.	1) Registration up to Rs. 5000/- for international and up to 1000/- for national level event in India. Once in two years per faculty 2) Up to 20,000/- for international conference outside India. Once in five years per faculty.
Travel expenses for attending conferences / Workshops and seminars to present research paper at other university /institutions in India.	Once in two years per faculty 1) Professor – Rs. 8,000(Economy air fare (if actually traveled by air or II AC train fare or equivalent 2) Associate Professor – Rs. 5000/- (II AC train or equivalent fare for travel) 3) Assistant Professor: Rs. 3000 (III AC train or equivalent fare for travel)
Travel expenses for attending conferences and seminars at International level for paper presentation outside India.	Once in five three years per faculty Rs. 25,000.

c) Professional Membership

- The assistance is applicable for permanent faculty members.

- Assistance will be provided for annual/ long term or life membership of discipline related national/ international level reputed professional organization.
- Assistance for annual membership will be provided for a faculty who has registered for concerned conference of that professional organization and presenting research paper.
- Assistance for membership will be based on the last 5 years research contribution (a minimum of 12 publications) for Life Membership and 3 years research contribution (a minimum of 6 publications) for long duration (3-5 Years).
- Faculty who availed the assistance for life membership should serve the institute for at least next five years, otherwise he/she has to refund the assistance amount.
- The assistance funding is limited to Rs. 2000/- for Annual Membership. Rs. 5000/- for long term membership and Rs. 10, 000/- for life membership.
- Any faculty can avail such assistance once in three years.

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Bharati Vidyapeeth (Deemed to be University), Pune

4) Incentives for Publications Policy

1. OBJECTIVES

1. To motivate faculty for better outcome from their research in the form of publications, patents, innovation etc
2. To promote innovation, start-ups and commercialization of research outcome.

2. POLICY and Guidelines

A) REWARD / INCENTIVE FOR RESEARCH PAPER PUBLICATIONS

Incentives to be declared at the beginning of the calendar year based on the previous calendar year research performance. The Head of the institution and IRC will be responsible for verification of the claims made by faculty.

The reward money under different categories mentioned below is to be shared among faculty members of BVDU only. In the event of more than one faculty, the award money should be shared equally. In the event of faculty from other than BVDU, the award will be shared only between BVDU faculties.

Faculty members should submit the research data of previous calendar year in prescribed format along with proof of quartile on/before 31st January of immediate next year. The status of quartile and UGC care will be considered as on December month of the applicable year.

The financial incentive to faculties who have published their research

papers in SCOPUS / Web of Science / PubMed are as follows:

Q1 Journals	Rs. 10000.
Q2 Journals	Rs. 7500.
Q3 Journals	Rs. 5000.
Q4 Journals	Rs. 2500.

In the event of more authors, the award money should be shared equally. This award is only for BVDU faculty. In the event of co-authors from other than BVDU, the award will be shared only between BVDU faculty.

For every publication in a Scopus/WOS indexed journal (Other than table B above)	Rs. 2000
For ranking in the global Researchers' database (top 2 %)	Rs. 10,000 + Certificate of Appreciation from University
For sanction of funds for seminars and conferences by UGC, DBT, AICTE, AYUSH etc.	PI and Co-PI will get certificate of appreciation from university
Winning awards of key bodies at national/international level	Rewards of Rs. 2000/- for national level award, Rs. 5000/- for international level award and Letter of appreciation from university for state / university level award
Book Chapter in ISBN Book / Book (with ISBN)	Certificate of appreciation from University

B) INCENTIVES FOR FUNDED GRANT

For getting sanction of funded research/MODROB projects, the PI and Co-PI will get certificate of appreciation from University and one percent of total grant

amount or maximum Rs. 1.5 lakh as incentives The incentive will be paid after successful completion of the project and as per actual grant received.

In addition to the above, the faculty who is involved in active research, may be granted 2 hours per week of workload adjustment in order to concentrate on activities related to the funded research projects/consultancies as these are time bound activities.

c) INCENTIVE FOR PATENTS

Faculty researchers will be provided support for filing patents as per IPR policy of BVDU and incentives of Rs. 10,000/- for granted patents that can be shared as per the policy.

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Bharati Vidyapeeth (Deemed to be University), Pune

5) POLICY FOR SEED MONEY FOR RESERACH

1. OBJECTIVE

1. Assistance for research to establish feasibility of research work. .
2. To promote creation of proof of concept and possibility for application for big funding/ consultancy.
3. To facilitate interdisciplinary research environment in the university.

2.POLICY AND GUIDELINES

A) Resources for research support

The University shall provide basic infrastructure and seed money to the faculty for undertaking research. Project proposals submitted by the faculty members will be scrutinized by a committee and recommend to the university for amount seed money and its duration depending according to the quality of proposal.

- The composition of committee is as follows:
 - a) Head of institute : Chairman
 - b) Two members from BVDU –RDC and
 - c) In-charge IRC as secretary.
- Permanent faculty would be eligible for Seed money sanction on completion of 2 years of continuous service with BVDU.
- Application should be as per the SEED MONEY RESEARCH PROPOSAL FORMAT provided by BVDU-RDC.

- The duration of seed money project will be 12 months from release of funds.
- The maximum seed money per project is Rs. 2 lakhs and for interdisciplinary project involving more than 2 or more disciplines it will be up to Rs. 5 Lakh.
- A faculty can apply for seed money once in two years as PI, however the faculty can be CO-PI for interdisciplinary project simultaneously.
- Based on the scientific value (70%) and contributions made by the faculty in research (20%) and Institution (10%), the Research Committee would calculate the score of the proposal.

B) CYCLE OF SEED MONEY PROJECT

- The cycle of seed money project will be as follows:
 - a) Research proposals should be submitted to IRC by 30th November of every year.
 - b) The committee should scrutinize and select proposals in month of December and the university should issue sanction letter in month of February.
 - c) The seed money should be released in month of April.
 - d) The IRC should review utilization and progress of the research in month of September and submit satisfactory report to BVDU –RDC.
 - e) Evaluation of completion of project and utilization of fund should be after 12 months that is in month of May of next year.

C) EVALUATION OF PROJECT

- A completed project should be ranked as Excellent (Scopus Publication + possibility to apply as funded project/ patent, start-up idea), Good (Scopus Publication) and Average. The ranking should be considered as credentials for next seed money application.

6) RESEARCH PROMOTION POLICY

1. OBJECTIVE

1. To promote research by creating facilities and research culture.
2. To attract young minds, PhD aspirants, research fellows.
3. To organize capacity building activities, workshops, scientific discussions and scientific fare.
4. To promote inter-disciplinary research, consultancy, incubation of ideas and start-ups.
5. To ease administrative and supportive systems, publication assistance and effective research management.

2. POLICY AND GUIDELINES

A) RESEARCH PAPER PUBLICATION FEES

- Publication fees may be reimbursed by the institute towards Research Paper Publication fees, subject to original payment receipts.
- Research papers published in journals other than Scopus / Web of Science / PubMed/UGC Care list / ABDC will not be considered for financial support from the institute.
- Each faculty member will be eligible to receive publication charges maximum up to Rs. 10,000/- annually for publication of research paper in Scopus, Web of Science, PubMed, UGC care, ABDC indexed journals. It will be as per recommendation from IRC.
- The publication fee amount can be increased as a special case as per standard and repute of the journal or its scope can be extended for review articles. Such proposals should be recommended by a committee of two members (one each from RDC-BVDU and IRC) and approved by Vice Chancellor.

B) ORGANIZATION OF SCIENTIFIC MEETINGS/ INTER-DISCIPLINARY FAIR

- The university should organize 'BVDU Interdisciplinary Research Fair 20--' every year.
- 'BVDU Campus Research Periodic Meet' should be conducted at various campuses of the university one per semester for all Ph.D. Supervisors and PhD Scholars from that campus. PhD section of BVDU should take lead to discuss administrative and research related policies and procedures including understanding of difficulties and providing solutions.
- The BVDU should organize innovation and start-up related FDP/workshops and competitions related to scientific models, innovative ideas, business plans etc.
- The best research/ innovation/ start-up should be appreciated with awards/ appreciation certificates.

C) STRENGTHENING UG, PG AND PHD RESEARCH

- BVDU should create research culture as one of the 'Happening Places' for development of research minds and Researcher as career.
- PhD admission process should be conducted twice in a calendar year.
- Each recognized Ph.D. Guide should have at-least one vacancy (if available) for any given Ph.D. admission cycle.
- University should adopt a flexible approach to define Allied Subjects to allow for Ph.D. Scholars in Subjects where Guides are not available (e.g. a Guide from Ophthalmology may supervise a Ph.D. Scholar in Optometry Subject). This will help the University to offer Ph.D. programme in new Subjects. Intra-specialization and inter-disciplinary approach should be adopted to promote research in allied speculations.
- Ph.D. qualification should be made a criterion for any academic positions in the University and in turn efforts should be made to increase number of PhD supervisors. Existing faculty members without Ph.D. qualification should be encouraged to enroll for Ph.D. Programme.
- Research Guide should be approved at university level and may be attached to multiple Research Centers offering a Subject as per vacancies. This will allow the

University to start Ph.D. Programme in various subjects at all Research Centers where Guide in that Subject is not available.

- Faculty of Interdisciplinary Research should be made open for all possible disciplines/subjects where Guide should be from major discipline and co-Guide from other discipline.
- Scholarships for meritorious Ph.D. Scholars should be provided to promote full time PhD.
- “Research Support Center for Ph.D. Scholars” at university should to provide academic guidance to Ph.D. Scholars throughout their research process.
- Reasonable opportunities and facilities should be provided for UG and PG research.
- Faculty members to inculcate research in their class room teaching by using their own case studies, research papers and findings.

D) RESEARCH MANAGEMENT SYSTEM

- BVDU-RDC should manage the research activities involving various sections of the university like PhD Section, Finance etc.
- The University should provide e-Research Management System (e-RMS) for effective management of research activities.
- The head of the institution shall support the researchers in the management of the project and grant wherever necessary such as:
Faculty should be motivated for writing extramural and intramural research funds and getting consultancy projects.
- Autonomy to the principal investigator/coordinator for utilizing overhead charges
- Timely release of grants and advancing funds for sanctioned projects.
- Timely approvals for purchase of equipment/ software/ chemicals etc.

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