Unveiling Excellence

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University Research Policy

(Chapter - X, University Policies & Guidelines)

- Research
- Innovation
- Creativity
- Patent
- Incubate
- Discover
- Extension
- Development

UNIVERSITY OF SCIENCE & TECHNOLOGY, MEGHALAYA

www.ustm.ac.in

CHAPTER-X

USTM RESEARCH POLICY

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A. RESEARCH POLICY

University is committed to promote research to create new knowledge essential for teaching, learning, extension and outreach programme. It encourages original, fundamental and applied research enquiry to create innovation, novelty, generation of ideas and new stock of knowledge. Research output promotes teaching and percolating the benefits of research findings among students and faculty members.

OBJECTIVES

- Develop a healthy research culture and support system among the faculties and researchers for achieving excellence;
- Thrust area of research to be identified from time to time for societal benefit.
- Publications in journals indexed in Scopus/Research Gate/ Google Scholar/ Web of Science or PubMed/ Indian Citation Index;
- In-house referred, peer reviewed and accredited research journal publication;
- Interdisciplinary collaboration and partnership both at national and international level;
- Responding to ethical issues through Ethics committee.
- Award of Ph.D./Post. Doctoral Research after successful completion of requirements/ tenure for the award of the degree.

Research Advisory Committee (RAC) shall frame policy related to research from time to time.

THRUST AREA

The present trend in the science and technology as well as the basic needs of locals, following thrust areas of research are identified –

Bio-resources and livelihood opportunities

The NER is endowed with enormous bio-resources (microbes, flora and fauna) which are yet to be explored for its effective and sustainable utilization. Equally, the livelihood of the people, particularly the tribal needs intervention for better economic status. It is an utmost need to investigate the ways and means for the upliftment of these people.

- **Research in Basic and Applied Sciences**

  University emphasize on promoting research in basic and applied sciences to focus on recent trends and future developments as per need and demand of the NER in particular and the nation in general.

- **Documentation of ITK and commercial use of IPR**

  Especially the tribals of this region are quite knowledgeable in the application of ITK, inherited from one generation to another, in the sustenance of their life and livelihood.

However, these aspects have not been well attended and documented at scientific level till date.

- **Pollution and its effect in coal belt and water bodies of NER**

  The NER, though industrially backward, is being contaminated with the pollutants, especially from the coal fields of this region. Moreover, the ground water of this region are overwhelmingly exploited, causing fast depletion of its level as well as people are experiencing the arsenic and fluoride contamination leading to health hazards. These are as need intervention by scientist for remediation.

- **Preservation, cost computation and cost management of local farm produces**

  The ITK often used for farming extends good dividend in terms of produces, yet without getting remunerative prices for the same. Lack of price computation, managerial skill for demand and supply for the same are still prevalent, which requires a skilled approach.

- **Sociological structure and its hierarchy in NER**

  The tribals and the locals of this region are equipped with their own hierarchical systems to solve their dispute and settlement without the involvement of the existing laws of the land. This method of execution, for example the "*Dorbar"* system of Khasis, in resolving many of the issues, has been proved to be successful in dispute resolution. Therefore, this system needs a thorough look along with other selected issues both at micro and macro level for maintaining the social harmony.

- **Financial inclusion-Micro credit and micro insurance in NER**

  Today's economy for sustainable development requires the institution of micro financing system for the welfare of the poor particularly the tribals. Micro credit systems as well as the insurance sector needs a critical and careful analysis to provide firm and viable livelihood.

BASIC OBLIGATIONS IN RESEARCH

The primary responsibility for the selection and conduct of research shall rest with the researchers to:

- Maintain the highest standards of honesty, integrity and ethical behaviour in all research.
- Familiarize himself or herself with and abide by the regulations, policies and guidelines of the university and any agency relevant to his or her research.
- Not to misrepresent his or her academic, professional or employment credentials or experience.
- Obtain necessary approvals related to ethics, protocol and standard operating procedure before engaging in a research activity for which prior approval is necessary.
- Use scholarly and scientific rigor and integrity in obtaining, recording, analyzing, reporting and publishing the results.

GUIDELINES

(i) Research data

- Each faculty and researcher shall be bound to generate authentic data as an outcome of his/ her research which will be published in reputed journals.
- Data concerning human and animal subjects will be in accordance with the regulatory framework.
- Researcher shall respect the personal information and privacy in his or her collection and use of data.
- Researchers must adhere to the applicable rules and regulation of the appropriate funding and permitting agencies.

(ii) Collaborative research

- Researchers shall ensure the authorship of published work to all those who have made significant contributions to the research field and share responsibility for the same.
- The university will assist in facilitating the resolution of disputes, if any, between research collaborators.

(iii) Collaborative Data

- Research collaborators at the time of commencement shall make all reasonable efforts to reach agreement consistent with the rules and regulations relating to intellectual property rights.
- In absence of any clause in the agreement shall always be governed by the laws of the IPR.

(iv) RESEARCH FUNDS AND MANAGEMENT

a. SEED MONEY GRANT

USTM would allocate necessary fund to faculty members to initiate Research as SEED Money Grant. These grants are intended to fund new lines of research that can lead to submission of an extramural grant application. The Seed Money Grants would be awarded on a competitive basis. The Research Advisory Council will review proposals based on the merit and feasibility of the proposed projects, as well as the projects' potential for generating extramural funding. The quantum of grant will be revised every year.

Seed money grants are limited to one research per faculty per year. A grant may be considered for renewal for a second year only if there is strong evidence that the additional work will strongly enhance the potential for extramural support for the funded project, and that such external funds are available.

b. FUNDS FROM GOVT AND NONGOVT. AGENCIES

Generation of research fund shall be made from public/ private organizations

- Faculty members will ensure submission and execution of independent, collaborative and consultancy projects.
- PI shall ensure that all research funds administered by him or her are used with honesty, integrity and accountability.
- PI and researchers shall comply with the regulatory framework and policies of the university and the funding agencies in terms of fund management.
- PI and researchers shall give due acknowledgement to all the funding agencies in all published works resulting from the research.

- The university may request outside agencies for financial support to carryout major research projects in the field of recent domain of research as per the suggestion of the granting organization.

c. RESEARCH ENDOWMENT

The university would develop a research endowment in order to facilitate the payment of incentive to the faculty members thereby creating a sustainable ecosystem for cutting edge research and other allied activities pertaining to research. Adequate amount of fixed deposit (FDs) shall be made by the university under Research Endowment and the interest generated from the endowment will be solely utilized for supporting the faculty members in undertaking the research activities including participation in seminar/workshop and conferences.

d. PATENT CONSORTIUM

The Institute recognizes the need for encouraging the Practical application and Economic use of the results of research carried out at the University for the benefit of the General public ,therefore it adopted the following policy . The present policy relates to the ownership of protection and commercial exploitation of the Intellectual Property created by Researchers in the course of their duties or activities in the University.

The Policy aims to:

1. Promote, encourage and aid scientific Investigation and Research
2. Facilitate the recording, monitoring and maintenance of the University's Intellectual property Portfolio.
3. Confirm that economic benefits arising from the commercialization of the Intellectual property are distributed in a fair and equitable manner recognizing the contributions of the Inventors.
4. Enhance the reputation of the University as an Academic Research Institute and a member of society as well as the reputation of the Researchers through bringing the Research results to Public Use and Benefit.
5. Facilitate a congenial infrastructure for the Researchers to enhance and excel their ideas with administrative and logistics support.

(vi) Research Fellowships

- Candidates having JRF, SRF from government funding agencies i.e. UGC, DBT, DST ICSSR etc. may enroll in Ph.D. programme of the university.
- The institutional fellowship shall be awarded based on the Ph.D. entrance test.
- Some of the institutional fellowships may also be awarded to the admitted research scholars through University Fellowship Test, UFT to be conducted time to time.
- Internal faculty members of the university may also join in the Ph.D. programme under institutional fellowship scheme.

(vii) Research involving human and animals

- Any research where animals shall be used, strict clause of the Prevention of Cruelty to Animal Act, 1960 and The Breeding of and Experiments on Animals (Control and Supervision) Rules, 1998, 2001, 2006 shall be followed.
- Before initiating research, a proposal shall be submitted to the Institutional Ethics Committee for approval;
- Policies and guidelines of the Institutional Ethics Committee shall be followed in each and every steps of the research.

(viii) Research on hazardous chemicals

- Researcher shall obtain all necessary approval before accepting delivery of hazardous materials, or embarking on the activities in question from the Research Advisory Committee/ URC;
- Researcher engaged in a research activity which poses a significant recognizable inherent risk of physical injury shall take appropriate measures to address the emergency situation.
- For proper disposal of hazardous solid, liquid and radioactive components incineration unit should be used.

(ix) Intellectual property

- New finding/ method shall be patented and the research work shall be protected through copy right from the competent authority;
- Researcher(s) whose research finding or process contributed in patenting should receive due credit;
- Research collaborators shall endeavor to reach an agreement, consistent with the regulatory framework concerning the allocation of intellectual property.
- **E**xternal person with interest in the research, the research collaborators, the university through negotiations with the Office of Technology Transfer, establish by contract:

  (i) Ownership of intellectual property arising out of any research related agreement;

  (ii) The rights and obligations of the parties to seek patents; and

  (iii) The entitlement of the parties to share in any associated royalties.

(x) Commercialization of research

- Without prejudice to the rights of a researcher's collaborators or sponsors of research, a researcher shall not be obliged to seek commercial development of his or her invention, software or other discovery. The university shall respect the decision of a researcher not to commercialize his or her invention, software or other discovery.
- Researcher who elects not to seek the commercial development of an invention, software or other discovery may, in accordance with the Regulatory Framework governing intellectual property, permit its commercial development by his or her collaborators.
- Researcher who elects to develop an invention, software or other discovery or to become involved directly in its commercial application shall comply with the regulatory framework governing intellectual property.

(xi) Conflict of interest

- A researcher shall comply with the regulatory framework governing conflicts of interest, and consulting activities.
- A researcher shall disclose to all relevant persons (including other institutions, agencies, conference organizers and participants, and journals and publishers) any conflict of interest that might influence such persons' decisions such as whether a researcher should be asked:
  - (i) To review research proposals, funding applications or manuscripts;
  - (ii) To test inventions, software or other discoveries;
  - (iii) To present research results;
  - (iv) To be permitted to undertake research sponsored by outside persons.

(xii) Research misconduct

- A Researcher shall not knowingly engage in plagiarism.
- A researcher shall obtain the prior permission of another person before using, even with proper attribution, the unpublished work or data of the other person.
- Any action that is inconsistent with integrity, honesty or the regulatory framework, including this regulation, may constitute a disciplinary offence and, where appropriate, shall be investigated in accordance with the regulatory framework.

(xiii) Research related agreements

All research related agreements must be approved through university level Research Advisory Committee and executed according to the regulatory framework.

(xiv) Review of regulation

This regulation can be reviewed by competent authorities from time to time depending on need and regulatory changes.

ADDITIONAL SUPPORT

Additional support for research is extended to PG students, Socio economically backward section and women as given below:

- Provision for partial grant for outside laboratory analysis of the research samples for P.G. and Ph.D. scholars.
- Provision for partial travel and subsistence assistance for those PG students who visits other university or institute for research purpose.
- University offers partial grant/ assistance to the PG students for participating and presenting paper in seminar and workshop within the country.
- University have policy to enrich the central library (both offline and online) to encourage research activities.
- Socially and economically weaker students (ST, SC, OBC and EWS) as well as differently-abled are offered with special discount/ free books for conducting research work.
- Provision to award fellowship/ scholarship to the meritorious students.

- University has policy to give more attention on the upliftment of women empowerment in research.

B. RESEARCH INCENTIVE

OBJECTIVE

The primary objective of the incentive policy is to motivate the faculty members of our Institution to undertake quality research, consultancy and other research related activities.

SCOPE

This policy covers all faculty members of all Departments of University of Science and Technology Meghalaya.

The scope of the policy envisages, in particular:

- To motivate the faculty members to concentrate on research related activities, in addition to the teaching, so as to publish research articles in reputed refereed international and national journals with good impact factor.
- To pursue efforts to write books monographs for publication by International and National publishers of repute.
- To encourage our faculty members to submit proposals and secure funded research projects from various funding agencies in India and Abroad.
- To undertake consultancy projects sponsored by Government & Private, Industrial and other organizations.
- To encourage creativity in the minds of faculty members, so that they make original contributions by way of products, concepts etc. and obtain patents.

The following categories of incentives shall be awarded to faculty members on their research achievements

1. PUBLICATION OF JOURNAL

For each Research Publication, author/s will be given one-time incentive based on quality of the Journal (Rs 2000 to Rs 5000 per publication).

2. PUBLICATION OF BOOK/ BOOK CHAPTER/ MONOGRAPH

The e-book and hard copy books are considered for research incentive.

a. For each Book (Reference or Text) authored/edited singly or jointly and published by International Publisher or Apex bodies/Societies with ISBN (International Standard Book Number), the Authors/Editors will be given one-time incentive which will ranging from Rs. 5,000/- to Rs. 10000/-.

b. For each “Chapter/ monograph” in Book published by International Publisher with ISBN, the Author/s will be given one-time incentive maximum of Rs. 10,000/-

c. For each “Chapter/monograph” in Book published by National Publisher with ISBN, the author/s will be given one-time incentive maximum of Rs. 5,000/-

d**. Incentives to PhD Scholars:**

1. An incentive of Rupees Twenty Thousand (Rs. 20000/-) will be paid back to the scholars as"Quality Research Award" if they submit the PhD thesis within the minimum

duration of 3years (2 yrs 6 months for scholars with MPhil/Course Work from other Universities).

2. An incentive amount of Rupees Two Thousand (Rs. 2000/-) will be awarded to the scholars on publication of more than 2 papers with their pupervisors in UGC Care listed/Scopus indexed Journals or Book Chapters/Editing (from the 3Jd paper onwards).

3. An amount of Rupees Fifty Thousand (Rs. 50,000/-) will be awarded to the scholars when Patents are published in their name.

3. RESEARCH GRANTS MOBILIZATION

Every faculty member is encouraged conceive research projects and submit proposals for research grants from funding agencies. On receipt of the grant from external agencies, he/she will be awarded with cash awards which may range from Rs10, 000/- to Rs1,00,000/- depending on the amount of grant received in addition to certificates and medals. Additionally, every faculty member is also awarded with a cash amount of Rs2000.00 only for the submission of each project proposal. Since the amount being released in phases, the incentive(s) paid is also proportional to the amount received by the Institution.

Every faculty member is encouraged conceive research projects and submit proposals for research grants from funding agencies. On receipt of the grant from external agencies, he/she will be awarded with cash awards as mentioned below:

Grant Amount Slab (Rupees)	Maximum slab amount	% Reward in the slab	Reward Amount (Rupees)
1-50000	50000	5.00%	2500
51000-100000	100000	5.00%	5000
100000-1000000	1000000	2.50%	25000
1000000-2500000	2500000	1.50%	37500
2500000+	3000000	Flat 50000	50000

4. GRANT OF PATENT

The incentive maximum of Rs.50,000/- for International and maximum of Rs.25,000/- for Indian Patent will be given for successfully granted patent.

An Incentive amount will be awarded as follows:

CATEGORY	GRANT AMOUNT(rS)
Patent Filed	10,000/patent

Patent Published	50,000/Paatent
• Additional a) A commendation Award from the University shall also be given along with the incentive amount b) All the expenses related to the documentation process in the course of filing of the patent shall be borne by the University.	

5. COPYRIGHT

The incentive maximum of Rs. 10,000/- for each copyright will be given to faculty and disbursed equally to faculty.

6. FOR PRESENTING PAPER IN CONFERENCE/SEMINARS/SYMPOSIUM/ WORKSHOP/ FDP ETC.

Faculty presented paper (oral/poster)/ in International or National/ State (organized in India) Conference/Seminars/ Symposium/Workshop/ FDP etc. shall be provided with T.A. as per rules. Only one International in two calendar years and one National/ State Conference /Seminars/ Symposium/ Workshop/ FDP etc. in one calendar year are permissible for individual faculty. The faculty can claim only one (International/National/ State Conference /Seminars/ Symposium/ Workshop/ FDP etc.) event in a calendar year. Prior permission or approval (through proper channel) is mandatory for incentive/award. For International Conference: Maximum amount will be 25,000/- (Registration + TA). National Conference: Maximum amount will be 15,000/- (Registration + TA). Faculty members will be also entitle to get the sponsorship for attending seminar, conference etc. organized by prestigious institutions.

7. FOREIGN TOUR FOR OUTSTANDING ACHIEVMENT IN RESERACH.

Faculty with outstanding achievement in the research will be able to make a Foreign Tour fully sponsored by the university. This will be over and above all other cash awards and incentives described under each category.

8. INCENTIVE FOR MEMBERSHIP IN NATIONAL AND INTERNATIONAL SOCIETIES.

Faculties are also given incentive (membership fee) for getting either life membership or annual membership in recognized National and International societies in their subject domain.

9. COLLABORATIVE RESEARCH PROJECT WITH OTHER UNIVERSITY/ AGENCY

Any Collaborative research project undertaken by any faculty of USTM with other University/organization with tangible outcome, the faculty member will be honored with cash awards per project. The tangible outcome shall be endorsed by the Research Board. If the project involves more than one faculty from our Institution, the total will be shared among the participating faculty members. The year in which the collaborative project commenced is the criteria for including this into the scheme. A project cannot be included more than once in the scheme. Any publication arising out of this collaborative research will also be eligible for credits as per the norms of the publication.

The final decision for all the above incentives shall be made by a Committee. The committee shall consist of following members:

1. Nominee from the Sponsor
2. Nominee from Vice Chancellor
3. Registrar (Ex Officio)
4. Two Senior Professors
5. Finance Officer/Nominee
6. Director Research, Member Secretary

In case of any dispute the Vice Chancellor's decision shall be final.

CONTACT:

For any clarification and Details Academic Registrar/Director Research, USTM may be contacted.

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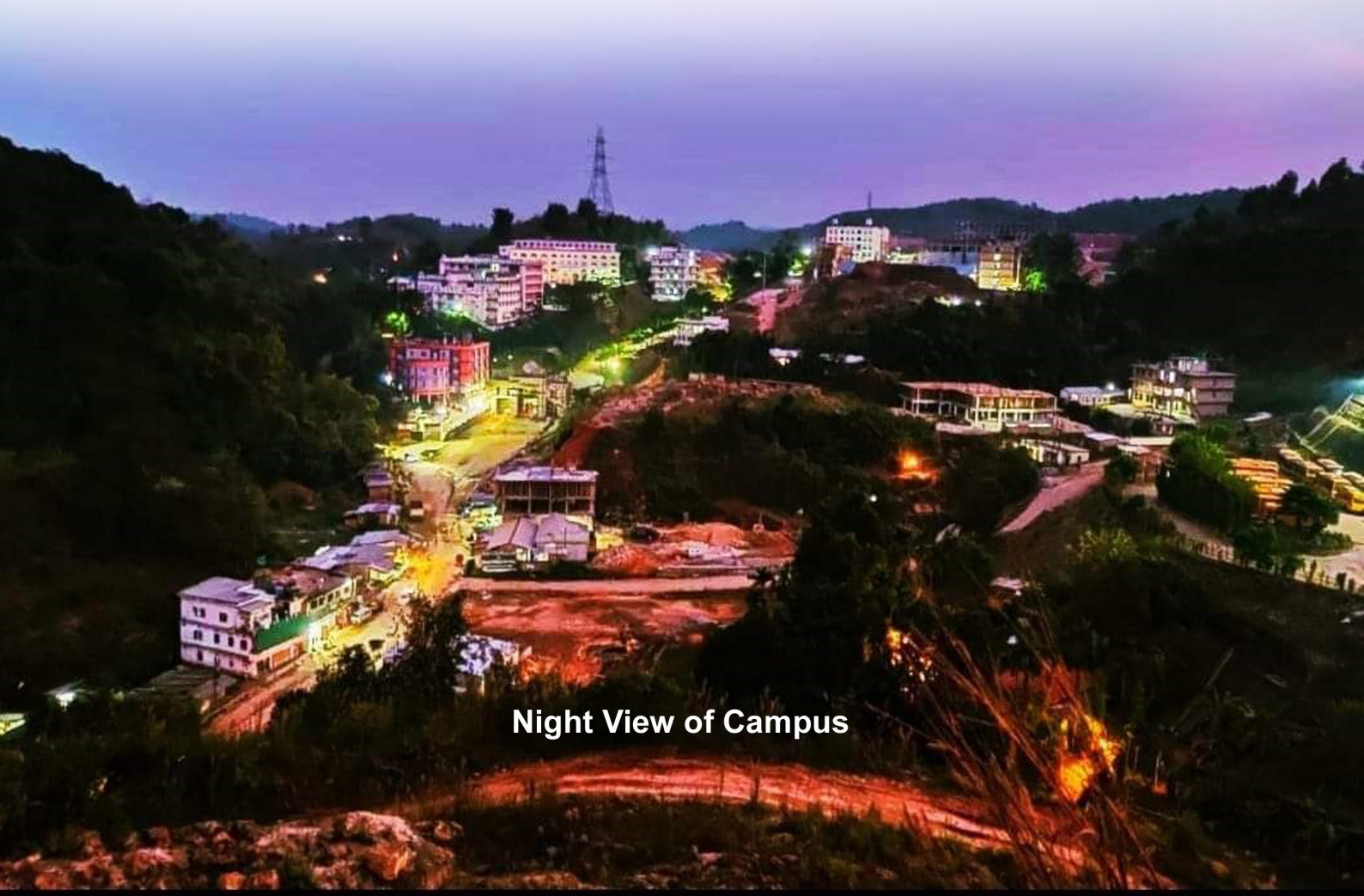

Night View of Campus