



Marri Laxman Reddy Institute of Technology and Management
(UGC Autonomous)
Dundigal, Hyderabad – 500043

Research and Development Policy

**Revision-2, Approved in 23rd Governing Body
(With effect from 13th November 2024)**

Research and Development Policy

Research, innovation, and development are crucial components to improve the quality of instruction. The purpose of research and development policy is to create research culture among the students and faculty by promoting their research and consultancy works in engineering, technology, science, and humanities. This is also aim to inspire, guide and direct the ideas and initiatives towards research projects, publications, and other research related matters. The institute level research and development committee (RDC) pursue and approve any research related programs of the college as per the policy guidelines.

Objectives of research and development policy

1. To create awareness and opportunities in Research and Development among the faculty and students to enhance the research atmosphere in each department
2. To motivate the faculty members to improve their knowledge and skills in emerging and challenging frontier areas.
3. To encourage staff members and students to publish technical papers for publishing in National and reputed International Conferences/ Journals
4. To undertake research and schemes offered by agencies such as DRDO, RCI, DST, AICTE, and UGC, etc.
5. To assist for applying and getting funds for conducting Seminar/Workshop/FDP from various available funding agencies
6. To inculcate research attitude among the faculty.
7. To coordinate faculty level workshops and staff development activities on research-related issue.

1. CONDUCT OF RESEARCH

The Institute affirms the following principles concerning research:

1. It should be possible for individual researchers to select the subject of their research, secure money from any reliable source, and reach their own findings. These findings and conclusions ought to be open to peer review and criticism.
2. Research methods should not go against accepted professional ethics in regards to human health, safety, privacy, and other rights as well as the suffering or injury of animals.
3. An environment can be established to carry out the research by providing suitable infrastructure, such as space, a library, lab facilities, and funding if available, depending on the proposed research's educational quality.
4. The heads of the several departments and two faculty members selected by management will form the Office of the Dean of Research, which will be responsible for initiating, promoting, and supervising the institution's research endeavors. Among these, the principal will select the Dean.

2. AWARENESS PROGRAMS AND TRAININGS

The institution organizes awareness programs and sensitization seminars on how to conduct research and dissertations responsibly to inculcate academic ethics and integrity among the students, faculty, researchers, and staff.

3. PLAGIARISM

1. The software used is *Turnitin* to declare and implement the technology-based mechanism to ensure that documents such as dissertation and publications or any other such documents are plagiarism-free at the time of their submission.
2. Every student submitting a dissertation or any other such documents, shall submit an undertaking certifying that the document has been prepared by them and it is their original work and free of plagiarism.

4. RESEARCH ETHICS

There are several reasons why research ethics are crucial. They support the objectives of research, such as knowledge expansion. They encourage the principles of justice and respect that are necessary for teamwork. They back fundamental moral and social principles including the idea of treating others with respect.

5. INCENTIVE GUIDELINES FOR SUPPORTING RESEARCH ACTIVITIES

The primary objective of establishing of incentive policy is to motivate the faculty members of institution to undertake quality research, consultancy, and other research related activities. Guidelines for the award of incentives for various types of research categories are listed as follows:

1. Articles in reputed refereed international journals.
2. International conference paper publications.
3. Books and monographs for publication by International and national publishers of repute.
4. Funded research projects from various funding agencies in India and abroad.
5. Patent publications and grants.
6. Citations to increase the citation index of institute.
7. Incentives for professional body membership
8. Professional development allowance
9. Faculty development programme / orientation course / refresher course
10. Key note speakers / Resource persons / Member in BOS / Academic etc.
11. Reimbursement of completed NPTEL/MOOCs certification course' registration fees
12. Consultancy projects sponsored by both the government and private industrial and other organizations.

The detailed guidelines for the award of incentives for each research category are described below.

1. Articles in reputed refereed international journals

This category motivates faculty members to concentrate on research related activities in addition to the teaching to publish articles in reputed refereed international journals with impact factor. For the award of incentives of this category is classified as given below.

Research Publications Quartile Incentive and others

A journal's SCImago Journal Rank (SJR) is a numeric value indicating the average number of weighted citations received during a selected year per document published in that journal during the previous three years. SJR is one of the internationally recognized standards for

identifying the quartile of a journal. Each subject category of journals is divided into four quartiles: Q1, Q2, Q3, and Q4.

Q1 is occupied by the top 25% of journals in the list

Q2 is occupied by journals in the 25 to 50% group

Q3 is occupied by journals in the 50 to 75% group

Q4 is occupied by journals in the 75 to 100% group.

Publication Incentives

SCImago Journal Ranking (SJR)	Incentive Amount in (Rs.)	
	Scopus and Web of Science Indexed	Scopus or Web of Science Indexed
Q1	i. First Author: 1,00,000 - Free 85,000 - Paid ii. Second Author: 60,000 - Free 50,000 - Paid iii. Third Author: 30,000 - Free 25,000 - Paid iv. Fourth Author: 15,000 - Free 12,500 - Paid v. Fifth Author: 7,500 - Free 5,000 - Paid	i. First Author: 85,000 - Free 72,500 - Paid ii. Second Author: 45,000 - Free 37,500 - Paid iii. Third Author: 25,000 - Free 20,000 - Paid iv. Fourth Author: 12,500 - Free 10,000 - Paid v. Fifth Author: 5,000 - Free 2,500 - Paid
Q2	i. First Author: 80,000 - Free 65,000 - Paid ii. Second Author: 40,000 - Free 30,000 - Paid iii. Third Author: 20,000 - Free 15,000 - Paid iv. Fourth Author: 10,000 - Free 7,500 - Paid	i. First Author: 70,000 - Free 55,000 - Paid ii. Second Author: 35,000 - Free 27,500 - Paid iii. Third Author: 15,000 - Free 10,000 - Paid iv. Fourth Author: 7,500 - Free 5,000 - Paid
Q3	i. First Author: 30,000 - Free 20,000 - Paid ii. Second Author: 20,000 - Free 15,000 - Paid	i. First Author: 25,000 - Free 15,000 - Paid ii. Second Author: 15,000 - Free 10,000 - Paid
Q4	i. First Author: 20,000 - Free 15,000 - Paid ii. Second Author: 15,000 - Free 10,000 - Paid	i. First Author: 15,000 - Free 10,000 - Paid ii. Second Author: 10,000 - Free 7,500 - Paid
NA	i. First Author: 15,000 - Free 10,000 - Paid ii. Second Author: 10,000 - Free	i. First Author: 10,000 - Free 7,500 - Paid ii. Second Author: 7,500 - Free

	7,500 - Paid	5,000 - Paid
--	--------------	--------------

Note:

- The release of incentive shall be subject to management discretion.
- Author can claim the incentive for engineering stream journals only up to maximum of 5 publications per annum.
- Only one author can claim the incentive if the paper consists of multiple authors from this institution.
- Upon notification of a retraction by relevant journals and articles, institute will address accordingly. In such cases, if the incentives received will be reimburse.

2. International Conference paper publications

This category motivates faculty members to present their technical knowledge on theoretical or experimental works in various Scopus indexed international conferences in India/abroad.

Type of Publications	Incentive (Rs.)	Conditions
Scopus Indexed Conference/ proceedings/ book chapters	Conference/proceedings i. First Author: 10,000 ii. Second Author: 8,000 Book chapters i. First Author: 7,500 ii. Second Author: 5,000	<ul style="list-style-type: none"> • If the paper consists of multiple authors from this institution, only one author can claim the incentive. • Author can also avail the conference registration fee up to Rs. 3,000

3. Text Books and monographs

Faculty members who have taken efforts to write and publish books are entitled to avail the incentive as follows,

Type of Publications	Incentive and Conditions
Publication of Text Books	i. Full Book – International Publisher (McGraw Hill, Prentice Hall, Oxford University Press or other internationally reputed publishers) – First Author: Rs. 20,000 Second Author: Rs. 10,000/-. ii. Full Book – National Publisher with ISBN/ISSN number – First Author: Rs. 7,500 Second Author: Rs. 5,000/-

Note: Book chapters and Text books incentives are decided by the R&D committee from time to time.

4. Funded research projects from various funding agencies

The faculty who gets sponsored research project from any funding agency like DST / AICTE / UGC etc are entitled to avail the incentive as follows.

Sl. No	Type of Publications	Incentive and Conditions
1	Incentives For Sponsored Research Projects	7% (3% on submission of first utilization certificate, another 2% on second utilization certificate and 2% on third utilization certificate) as incentive will be given during ongoing period. In addition, 5% of sanctioned grant after successful completion and submission of project completion report to the respective funding agency.
2	Incentives for Govt. Funded Scheme	3% as incentive will be given after successful submission of first utilization certificate. In addition, 1% of sanctioned grant after successful completion and submission of project completion report to the respective funding agency.

5. Patent publication and Grants

Faculty members and students are encouraged to obtain/apply for Patents for their original contribution in the form of product or innovation from international and national agencies.

Sl. No	Type of Publications	Incentive and Conditions
1	Patent grant for MLRITM	Rs. 80, 000/- will be given as Incentive
2	Utility Patent Publications	<ul style="list-style-type: none"> i. Rs. 8, 000/- will be given as Incentive for 1st Applicant and 1st inventor ii. Rs. 5, 000/- will be given as Incentive for 2nd Applicant and 2nd inventor iii. Design and Australian patents are not considered for incentives.

6. Citations: to increase the citation index of Institute

To increase the citation index of the faculty, it is decided to give incentive to faculty members.

Type of Publications	Incentive and Conditions
Citations	Rs. 1,000/- shall be granted per MLRITM faculty for every citation (≥ 10) in journals indexed Scopus / Web of Science Indexed Journals.

7. Incentives for Professional body membership

Faculty members are encouraged to take memberships in various professional bodies.

Type of Professional Body	Incentive and Conditions
International / National	<ul style="list-style-type: none"> i. Faculty who is having a minimum of 1 year service in MLRITM can avail 50% of membership fee up to Rs, 5,000. ii. Only two memberships are allowed.

8. Professional Development Allowance

The details of the professional development allowance for the faculty members are given below.

Sl. No	Faculty	Incentive and Conditions
1	Ph. D. Supervisor	<ul style="list-style-type: none"> i. MLRITM faculty can avail On Duty to attend the Research Review Meetings of the scholar. ii. Incentive of Rs. 25,000 will be given to the Ph.D. supervisor for student (Supervisor ship and student allotment letter from IIT/NIT/other Govt. Universities)
2.	Ph. D. Scholar	<ul style="list-style-type: none"> i. MLRITM faculty registered for Ph. D. in (IIT/NIT/other Govt. Universities) can avail 6 days on-duty during non-class work period for carrying out their research work (HOD recommendation is mandatory). ii. MLRITM will provide soft loan (maximum of Rs. 50,000/-) to mitigate their financial needs for PhD programme such as fees, Research work etc. iii. The availed soft loan will be recovered in 5/10 instalments (faculty may choose any one option) from the next month itself. iv. This is applicable only for faculty members who have completed 1 year of service at MLRITM.

9. Faculty Development Programme (FDP) / Orientation Course / Refresher Course

- Faculty are encouraged to participate in FDP/OC/RC sponsored by AICTE/ ISTE/DST/UGC and other Govt. universities, as may be decided by the Institution from time to time and the faculty will be given Academic Leave for the period.
- Faculty members attending a programme organized by IITs, NITs and other Govt. Universities of more than six days duration shall plan their participation in the semester break/summer vacation so that the academic schedule of the students remains undisturbed.

10. Key Note speakers / Resource persons / Member in BOS /Academic etc.

MLRITM faculty are encouraged to participate in Key Note speakers / Resource persons / Member in BOS /Academic/ General body, as may be decided by the Institution from time to time and the faculty will be given Academic Leave.

11. Incentive to the faculty on completion of NPTEL/MOOCs certification courses:

Full examination fee reimbursement for those who have completed the course successfully. The certificate should indicate in Institute account.

12. Consultancy projects sponsored by Government and Private:

The faculty members are encouraged to conduct research / industry consultancy work in the focused as well as interdisciplinary areas of research. The faculty should motivate the students towards participation in industry consultancy projects. Revenue generated through consultancy and testing services is shared between institution and individual / team in the ratio of 60:40 respectively.

All the faculty members are encouraged to publish papers in good impact factor journals. As you all know, apart from the number of publications (count), Citations, and Impact Factor are also important. There should be visibility of your paper, and then only the researchers will be able to read your complete paper and then cite your paper in their references. Then you get a citation to your paper. Kindly do some research collaboration with reputed universities (India/Abroad) and publish papers. All the authors are advised to write the college affiliation in the research papers as mentioned below:

- *Department of Civil Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science and Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science and Engineering (Data Science), Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science and Engineering (Cyber Security), Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science and Engineering (AI&ML), Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Computer Science &Information Technology, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Electronics and Communication Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad -500043, India.*
- *Department of Electrical and Electronics Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad -500043, India.*

- *Department of Information Technology, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Mechanical Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of MBA, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*
- *Department of Freshman Engineering, Marri Laxman Reddy Institute of Technology and Management, Hyderabad - 500043, India.*

The faculty member can apply for reimbursement only when the paper is published and listed in Scopus / Web of Science database. The following below details (Scopus Journal & Scopus Conference, Web of Science, and Indian Citation Index) must be submitted to the college at the time of reimbursement (incentive form, Paper Hard copy of the published paper).



PRINCIPAL
MARRI LAXMAN REDDY
INSTITUTE OF TECHNOLOGY AND MANAGEMENT
DUNDIGAL, GHATKULAPUR, HYD-43, TELANGANA