



Ballari
Date: 09.12.2024

CIRCULAR

Dear All,

All the Deans & HODs are requested to attend the meeting with the following agenda.

Agenda:

1. To discuss about forth-coming Governing Body Meeting on 28.12.2024
2. To discuss about Research & Development Policy

Date: 11/12/24

Time: 03.00 PM

Venue: Board Room @ Admin & PG Block.

*Rescheduled to 14th December 2024 (Saturday)
at 2.30 PM Board Room
By: e-mail to HODs
dated 12/12/2024
@ 2.59 PM*

A. Kasi Viswanath
Dean R & D

Dr. Annamraju Kasi Viswanath

Principal
Dr. Yadavalli Basavaraj

Copy to: *M. K. M. K.*
Chairman / Director / Deans / All HODs

DEAN ACADEMICS / DEAN STUDENT AFFAIRS / CSE-HOD / ECE-HOD

EEL-HOD / CS-AI-HOD / CS-DS-HOD / AIML-HOD / CIVIL-HOD

MECH-HOD / HOD-MATHS / HOD-PHYSICS / HOD-CHEMISTRY

MBA-HOD / RCE-Coordinator

MOM of the Meeting held on 14 Dec 2024 @2.30PM in Board Room, BITM Ballari.

The meeting was chaired by Dr. B.S. Khened, Vice Principal, gave introductory remarks underscoring the significance of the meeting.

Dr. Kasi Vishwanath, Dean of Research and Development, highlighted the critical importance of the forthcoming Governing Body (GB) meeting from an R&D perspective. He made the following key points:

1. He emphasized the need for submission of the R&D data for the previous year by **19th December 2024**, in the format that will be provided by the Research Coordinator, Dr. Naseeruddin.
2. Dr. Kasi Vishwanath also encouraged HoDs to intensify their efforts in securing project funding and increasing research initiatives.
3. **The meeting was then opened for discussion on revising the incentive policy of BITM. The following recommendations were made, which were subsequently forwarded to the Director for review and further action:**

Incentive Policy Recommendations

SCHEME NAME	KU DETAILS	BITM R&D Inputs	Remarks
Journal Publications	<ul style="list-style-type: none"> • Q1 Rated Journal Publication: Incentive of Rs. 25,000/- to be paid which will be equally distributed among all the authors of Kishkinda University. • Q2 Rated Journal Publication: Incentive of Rs. 20,000/- to be paid which will be equally distributed among all authors of Kishkinda University. • Q3 Rated Journal Publication: Incentive of Rs. 15,000/- to be paid which will be equally distributed among all authors of Kishkinda University. • Q4 Rated Journal Publication: Incentive of Rs. 10,000/- to be paid which will be equally distributed among all authors of Kishkinda University. 	Recommended for discussions at Higher Level.	<p>Excerpts of the inputs given by the attendees: Time & Resources are important. Academics & RD balancing is difficult.</p> <p>Dedicating existing faculty with reduced T/L or recruiting only for R&D options.</p> <p>Publication cost whether can be borne by the institution or any other way.</p> <p>Management Papers-what shall be the deciding factors</p>

Conference	National		
<p>Reimbursement in Scopus-Indexed Conferences or Conferences / Symposia conducted by IIT / IIM / NIT / IIIT / IISc / CSIR / IISER / Labs / DRDO / ISRO / ICMR / ICAR / SAP only for Faculty.</p>	<ul style="list-style-type: none"> Conference registration fees will be reimbursed for conferences. Sleeper Train/ Bus fare for Assistant Professor and Associate Professor and 3AC Train / AC Sleeper Bus fare for the Professor and above. Local TA and DA will be given for outstation travel only as per the State Govt. norms. On Duty will be given for the conference dates. Reimbursement will be given on submission of all the bills (Conference Registration fee payment receipt, Travel Tickets, other Bills etc. for the amount claimed). <p>International</p> <ul style="list-style-type: none"> Economy air fare (to & fro) will be given. Conference registration fees will be reimbursed. On Duty and Daily Allowance will be given only for the conference dates. Financial Support Claim can be made once in two years by a faculty member. One of the faculty members (author) of the paper can seek reimbursement only if he/she is a first author, provided no other agency had given financial help for the same. A faculty is not eligible for reimbursement, for just chairing a session or attending the conference. Faculty members can apply for various travel fellowships sponsored by various government funding agencies. Maximum of 10% of the faculty of each Dept. on first cum fist basis (for different conferences) can avail from each Dept. peryear. Conference must be of high repute only. <p>Note: Approval of the candidate will be given by a committee formed by the Vice Chancellor. Reimbursement will be given on submission of all the bills (Conference Registration fee payment receipt, Travel Tickets, other Bills etc. for the amount claimed). The committee shall recommend appropriate advance amount based on the budget proposed by the author</p>	<p>Recommended to retain with revision on Actual expense for</p> <p>(Registration + TA/DA)</p> <p>With addition of word WoS and Enough to retain only Scopus/WoS indexed conferences.</p>	

Tuition Fee waiver for faculty pursuing PhD	<ul style="list-style-type: none"> All Faculty members who will be registering and who have already registered for Ph.D. programme in Kishkinda University will receive considerable fee waiver to pursue quality research. Faculty who will be availing this facility must serve the University for a minimum period of 03 years from the date of PhD award. Members Failing to meet this requirement must return the amount being considered under tuition fee waiver. This fee waiver will be applicable only for FOUR years only and thereafter, the prevailing fee structure shall apply. 	NOT Recommended	
Publication of Books	<ul style="list-style-type: none"> Full Book – International Publisher (McGraw Hill, Prentice Hall, Oxford University Press or other internationally reputed publishers) – Rs. 20,000/-. Full Book – Reputed National Publisher with ISBN / ISSN number – Rs. 15,000/- Contribution of book chapters (International Publisher with ISBN/ISSN Number) – Rs. 5,000/- (Conference papers as book chapters will not be considered under this category. They must apply for reimbursement under conference reimbursement only). 	Recommended to Retain	
Research Collaboration Incentive for Conference	<ul style="list-style-type: none"> Incentive of Rs. 3,000/- (2nd author and above) will be given to the faculty member for collaborative work with any institution / industry in India and Abroad. The faculty member can apply for the above-mentioned incentive once the published paper is indexed in Scopus database. 	Recommended to Retain with addition of TA/DA expenses if presented by the BITM Faculty	
Incentive for Conducting Training Programs	<ul style="list-style-type: none"> If any faculty member conducts any training program to any industry / institution in the University, then 25% of the total revenue generated will be given as incentive. The applicable TA / DA for the trainer from the University offering training outside the campus / State should be provided by the university. 	Recommended for Revision and Review at higher level	
Incentive for Product Development	<ul style="list-style-type: none"> Incentive of Rs. 50,000/- will be given to the faculty / student who will develop the product and does the commercialization. It is required to add Kishkinda University as the Co-Inventor. 	Recommended to Retain	
Incentive for getting the Grant from	<ul style="list-style-type: none"> 5% of the total grant to be given to the Investigators for getting the grant from Government / 10% of the total grant for Private Sponsored projects from India and Abroad. 	Recommended to revise for both cases: flat 10%	

Government / Private Sponsored projects Consultancy			
	<ul style="list-style-type: none"> 50% of the total amount generated through consultancy to be given as incentive to the faculty member who gets the consultancy work and uses Kishkinda University resources. 	<ul style="list-style-type: none"> Recommended to Retain 	

	<ul style="list-style-type: none"> However, if faculty gets the consultancy project on his/her own and completes the consultancy without using the University resources, then 60% amount will be shared from the consultancy amount. 		
Patents / Copyrights	<ul style="list-style-type: none"> The University will reimburse full amount for getting Patent granted. But the university should be Co-Principal Investigator (Co PI) in such case. For all published Patents, the University will reimburse the amount spent on filing and Publication of the patent. 	<ul style="list-style-type: none"> Recommended to Retain with addition of compulsory clause on patent process through proper channel (Like Attorneys having MoU with BITM) 	
Professional Memberships	<ul style="list-style-type: none"> Faculty can apply for membership fee reimbursement in any one of the Professional Society / International body or Organization. 	<ul style="list-style-type: none"> Recommended for Discussion needed at higher level 	
SEED Money	<ul style="list-style-type: none"> The Seed Money Grant scheme of the University is designed to stimulate competitive research in strategic areas of national or global importance to promote innovative product and technology development, and/or to facilitate the start of research and development. All the faculty members are encouraged to submit project proposals under SEED Money Grant yearly. Grants shall be awarded with a maximum value of Rs. 05 Lakhs. The duration of the Grant will be 2-3 years. It could be extended by another year after a complete review of the outcomes. The investigators will have to present their project proposal in front of the research committee. 	<ul style="list-style-type: none"> Recommended to Retain with addition clause clearly specifying the minimum and maximum amount 	<ul style="list-style-type: none"> Need to have committee to scrutinize and to have application/sanction/other formats

Incentive for Scholars / Students to attend Conferences / Competitions	<p>National:</p> <ul style="list-style-type: none"> Conference / competition registration fees will be given. Sleeper Class Train Fare or Bus equivalent (to and fro) will be given. TA and DA of Rs. 300/- will be given only for outstation travel. One of the students in the authors list of the paper will be given. <p>International:</p> <ul style="list-style-type: none"> Economy air fare (to and fro) will be provided. 50% of conference / competition registration fees will be paid A student/scholar can seek reimbursement only if he/she is one of the authors in the paper, provided no other agency/organization had given financial help for the same. An external part time student/scholar will be supported based on the recommendation of the committee. Scholars/Students are encouraged to apply for various travel fellowships sponsored by various government funding agencies. UG/PG Students: It is one student per section of the Graduating batch from each Dept. PhD Scholars: Maximum of 2 Full Time PhD Scholars only (for different conferences) can avail from each Dept. per year. Conference must be of high repute only. 	<p>Recommended to Retain</p>	
Incentive for Students winning National level/ state level poster presentation / Project competition / Hackathons	<ul style="list-style-type: none"> Incentive of Rs. 10,000/- for winning the 1st / 2nd / 3rd prize in the International / National level conferences/ symposia / seminars/ project competition/ hackathons. Incentive of Rs. 7,000/- for winning the 1st / 2nd / 3rd prize in the State level conferences/ symposia / seminars/ project competition/ hackathons. Incentive of Rs. 5,000/- for winning the 1st / 2nd / 3rd prize in the Zonal level conferences/ symposia / seminars/ project competition/ hackathons. 	<p>Recommended to Retain</p>	<ul style="list-style-type: none">
FDP / SDP for students and faculty	<ul style="list-style-type: none"> Registration fees will be reimbursed. Sleeper Train/ Bus fare for Assistant Professor and Associate Professor and 3AC Train / AC Sleeper Bus fare for the Professor and above. 	<p>Recommended to Retain with addition of clause on TA/DA as per the conference scheme</p>	

members	<p>Note: Local TA and DA will be given for outstation travel only as per the State Govt. norms. On Duty will be given for the conference dates.</p> <p>Reimbursement will be given on submission of all the bills. (Conference Registration fee payment receipt, Travel Tickets, other Bills etc. for the amount claimed).</p>		
Anti plagiarism software – Turnitin / DrillBit	<ul style="list-style-type: none"> All the faculty members and students are encouraged to check the plagiarism of their research paper and research proposal before submitting to any journal/ conference/ funding agency. You may submit your paper /proposal if and only if the similarity index is less than or equal to 10% only. 	Recommended Turnitin Institutional Subscription.	
Best Researcher Award (For the University/ Faculty wise / Dept. wise)	<ul style="list-style-type: none"> The university recognizes the research carried out by its faculty members by granting “Best Researcher Award” for Paper publication, Funded projects, Patents, Consultancy. Faculty will be selected based on the following: 	Recommended to Retain but, <i>after deliberations on weightages for the listed metrics</i>	
	<p>Q1 Journal Publication 1st author – 10 Points, 2nd author / corresponding author – 7 points, 3rd author & above – 5 points</p>		
	<p>Q2 Journal Publication 1st author – 8 Points, 2nd author/ corresponding author – 6 points, 3rd author & above – 4 points</p>		
	<p>Conference Publication (Scopus indexed) 1st Author – 2 points, 2nd or corresponding Author - 1 Point, 3rd and 4th Author – 0.5 Point, Above 4th author – 0.25 Point</p>		
	<p>Funded Projects: (Grant sanctioned in the Calendar Year) More than 50 Lakhs – 30 points 40-50 Lakhs – 25 points 30-40 Lakhs – 20 points 20-30 lakhs – 15 points 10-20 lakhs – 10 points < 10 lakhs – 5 points</p>		

	Patents Published – 5 points per patent publishedGranted – 10 points per patent granted		
	Consultancy More than 10 Lakhs – 20 points 10-8 Lakhs – 18 points 8-6 Lakhs – 15 points 6-4 Lakhs – 10 points 4-2 Lakhs – 7 points < 2 Lakhs – 5 points		
Best Research Award (For the University/ Faculty wise / Dept. wise)	Note: <ul style="list-style-type: none"> This award will be given to the faculty who earns highest points in a Calendar year (1st January – 31st December). The points must be calculated as per the achievement made in the Calendar year. Atleast one Q1/Q2 journal papers are published (Engineering & Sciences). Incentive of Rs. 10,000/- will be rewarded along with a certificate. 		
Innovation Award	<ul style="list-style-type: none"> Any faculty members or student who develops and commercializes a product (to the market) will receive the "Innovation Award". 	Recommended to Retain	<ul style="list-style-type: none">
Best PhD Thesis Award	<ul style="list-style-type: none"> Best PhD Thesis award will be given to the scholars if they have published more than or equal to 4 Q1/Q2 journal papers & 2 Scopus Indexed Conference papers from the Thesis. Scholar must be the 1st author in all the papers. Incentive of Rs. 10,000/- will be rewarded along with a certificate to the PhD Scholar. PhD Guide will also be recognized as "Best PhD Thesis Supervisor Award" with a certificate of appreciation 	Recommended to Retain	<ul style="list-style-type: none">
Best Project Award	<ul style="list-style-type: none"> Best Project Award is given to UG / PG student project if they have published 1 or more Q1 papers from their project. Incentive of Rs. 5,000/- will be given along with a certificate. Guide will also be recognized with a certificate of appreciation. Nominations will be submitted to the 5-member committee nominated by the Vice Chancellor. The committee will decide based on the credentials. 	Recommended to Retain	<ul style="list-style-type: none">

Policy on accommodation for Full-Time research assistants / Research scholars / Research associates	<ul style="list-style-type: none"> All the scholars enrolled for Ph.D. in full-time mode are provided with the hostel facility at a cost of the existing fare of Rs 1500 p.m. The same amount may be deducted from the stipend for scholars who are receiving the stipend from the university or collected from other Full-time scholars/RAs who are not on stipend. Other scholars who wish to avail the hostel facility on weekends may be charged at the rate as decided by the university. 	Not Recommended	
Policy to attract foreign students to Ph.D. programme	<ul style="list-style-type: none"> The Ph.D. entrance test and Interview should be conducted online for foreign nationals. Upon admission, the foreign nationals shall stay in the campus for course work A nominal stipend of Rs 15,000 be provided to them along with hostel facilities. The amount may be enhanced to attract bright candidates who wish to pursue in full-time mode. Transportation to and from airport be taken care of by the university After the course work and pre-registration colloquium, the scholars can return to their home country and attend the progress review meeting online. However, for the annual presentations, the scholars shall attend offline. HR policy on medical insurance be made ready for foreign nationals. 	Not Recommended	
To attract GATE / NET qualified candidates	Scholarship of Rs.20,000/- is to be provided for full time PhD scholars who have qualified the UGC NET / GATE, CGPA greater than 8.5 in UG / PG. Accommodation and food can be charged at Rs 5000 per month.	Recommended to Retain	
Sabbatical leave	4-6 weeks of Sabbatical leave for faculty to visit / work research labs once in 3 years.	Recommended to retain and revise the period to maximum of 3 months.	

4. General Discussion and Faculty Concerns

Members expressed concerns about balancing academic responsibilities with R&D activities, citing time constraints and limited resources. It was suggested that the academic load of faculty members actively engaged in research be reviewed and suitably adjusted to facilitate more meaningful research contributions.

Members also emphasized the need for another round of discussion involving the Director, as financial matters are to be deliberated and finalized. Accordingly, it was proposed to schedule an additional meeting in the coming week. All members agreed to revisit this issue in the next meeting and to explore appropriate provisions in the revised policy

The meeting was adjourned with a reminder about the upcoming meeting.

Attendees

1. Dean Academics
2. Dean R&D
3. HoD CSE
4. HoD ECE
5. HoD EEE
6. HoD ME
7. HoD CIVIL
8. HoD AIML
9. HoD CS -DS
10. HoD CS-AI
11. HoD MATHS

Dr Naseeruddin

Dean R&D

Chairperson

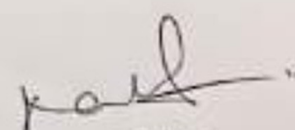
Research Coordinator.

Copy to: Director/Principal for Review

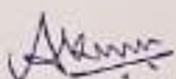
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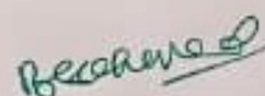
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
1. Dean Academics
2. Dean R&D
3. HoD CSE
4. HoD ECE
5. HoD EEE
6. HoD ME
7. HoD CIVIL
8. HoD AIML
9. HoD CS -DS
10. HoD CS-AI
11. HoD MATHS
12. Research Coordinator


Dr Naseeruddin

Research Coordinator.


Dean R&D


Chairperson

 Principal,
Ballari Institute of Technology & Management
Ballari.

Copy to: Director/Principal for Review

ACTION TAKEN REPORT (ATR): R&D Committee

Date of Meeting: 14th December 2024

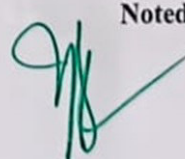
Date of ATR Submission: 30th December 2024

Sl. No.	Agenda Item / Decision Taken	Action Taken	Responsibility	Status
1	Collection of R&D data from all departments for upcoming GB Meeting.	R&D data collection format shared; departments submitted data by 19th Dec 2024	Research Coordinator & HoDs	Completed
2	Preparation of Department-wise R&D Roadmap for 2025	Template circulated; CSE, ECE, MCA, EEE, CIVIL departments submitted plans by 31st Dec 2024.	Dean - R&D, All Department HoDs	Under Progress
3	Revision of R&D Incentive Policy with new criteria for journals and conferences, other aspects of R&D.	Draft finalized in consultation with stakeholders; final approval awaited.	Dean - R&D & Committee Members	In Progress
4	Launch of Best Researcher, Innovation, Ph.D. Thesis, and Best Project Awards	Award calendar prepared for Feb 28 & April 21; nomination criteria under finalization	Research Committee	In Progress
5	Revised format for R&D data entry via QR/Excel sheet	New format circulated; QR code generated and shared.	Research Coordinator	Pending Approval
6	TA/DA policy for student-authored Scopus/WoS conference papers	Draft finalized	Dean - R&D & Research Coordinator &	In Progress
7	IPR Policy Draft and clarification on applicant/royalty share	IPR cell instructed to ensure compliance	IPR Cell & Research Coordinator	Ongoing
8	Special Meeting invitation	Circular is sent to all the members and Dr V C Patil, Dean FE&T KU, special Invitee	Research Coordinator	Completed

Prepared By: Dr. Naseeruddin, Research Coordinator

Approved By: Dean, R&D

Noted by: Principal


Principal,
Ballari Institute of Technology & Management,
Ballari.