



**JBIT**  
JB Institute of Technology

Approved by AICTE  
Affiliated to VMSB Uttarakhand Technical University, Dehradun

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# Research Policy

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An educational unit of JAI BHAGWAN EDUCATIONAL SOCIETY  
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# **JB Institute of Technology**

**Dehradun**

**Revised Research Policy**

**(w.e.f. July 2021)**





## Revised Research Policy

Effective from July, 2021

### OBJECTIVE

JB Institute of technology, Dehradun is committed to nurture research culture among the faculty members and the students in the institute by promoting research in the new emerging and challenging areas of engineering and technology to contribute towards nation building in the current scenario. This revised research policy has been framed to foster academic excellence among the faculty and the students to motivate and guide them to pursue research activities.

Detailed guidelines have been presented in this revised research policy of the institute for achieving academic excellence and enhancing general research capabilities of budding technocrats by way of participating in conferences, seminars, workshops, project competitions etc. organized in newly emerging frontier areas of science and engineering including multidisciplinary fields. The interdepartmental research has to be promoted and accelerated in the institute.

The following are the some of the important objectives of the institute's policy:

- To develop research culture among all the faculty members and the Students based upon and outcome based research activities.
- To encourage faculties to participate in FDPs to develop research skills.
- To encourage the faculty and the students to publish research articles in reputed UGC approved / care list journals, like Scopus, SCI, SCIE etc.
- To encourage faculty and student to present papers in conference here in parent institute and other organizations.
- To encourages researchers in filing and publishing Patents as outcome of the research work.
- To modernize the research infrastructure in the institute to emerged as Centre of excellence.
- To encourage faculty members to prepare research projects and submit to different research funding agencies like UGC ,DSP, ICSSR, AICTE,UCOST, USERC etc.
- To promote collaborative research work with reputed HEIs and industries.





- To provide financial support to the researchers to carry out research activities including publications.

### Policy framework to research is as:

#### 1. Academic leave

- Academic leave will be admissible to eligible faculty member of the institute as per the ordinance of HR policy.
- Academic leave will be permitted for attending conferences / seminars / Workshops / short-term courses /FDPs /any other research activities as well as Ph.D. related work.
- The academic leave will only be granted to permanent regular faculty members of the institute which have completed a minimum of one year service.
- The academic leave will only be availed by a faculty member subject to prior approval of the competent authorities.
- As per the justified requirement of consecutive day's academic leave may be granted for any event at a time so that the academic activity of the concerned faculty in the parent institute may not be affected.
- The faculty members are advised to avail the academic leave during the lean period so that their teaching work may not suffer.
- For availing academic leave the faculty member will have to submit request application along with the supporting documents.

#### 2. Publishing research

- Faculties in the institute will be encouraged to publish their research/review papers individually or in association with other staff members and /or student/s collectively in reputed UGC approved / care list journals and / or their presentation in seminars/conferences etc.
- Faculties and the students engaged in research activities undergoing publication will be offered incentive for their work encouragement.
- In case a paper is published by more than one author, all will get equal share of incentive provided by the institute.





- For claim of incentive published paper proof under JBIT affiliation will be required and no incentive will be paid to outside co-author.
- Similar incentive will be paid to student author/s also.
- The grant of incentive to the recipient depends upon the sole discretion of the sanctioning authority of the institute.
- The faculty and the students of the institutes are also motivated encouraged to file and publish patents in addition to their research activities of presentation and/or publications of research paper.
- The application for patent filling will be required to be presented with complete working model to the research committee for its perusal and recommendation after due approval, to be submitted for publication.
- Similar incentive is recommended for submission of patent just like SCI research paper.

Sr. No.	Category	Amount of Incentives (Rs.)	
	Research/ Review	First/ Corresponding Author	Co- Author
1	Paper in SCI/SSCI/ Q1 Journals	Rs 10000/-	Rs 5000/-
2	Paper in SCI/SSCI Q2 / Q3/Q4 Journals	Rs 5000/-	Rs 3000/-
3	Scopus Indexed Journal/Paper in Scopus Index Conference/ NAAS rated	Rs 4000/-	Rs 2500/-
4	Paper in UGC Care Group-1	Rs 2000/-	Rs 1000/-
5	Books/ edited books with ISSN/ISBN	Rs 2000/-	NIL
6	Book chapter in ISSN/ISBN Book	Rs 1000/-	NIL
8	Patent Filed/Published	Rs. 3000/-	Rs. 2000
9	Patents Granted	Rs 10000/-	Rs 5000/-
10	Research Projects and Grants	Maximum upto 10% of the sanctioned amount to P.I.	





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### **3. Conferences/Seminars/Work-shops/Society memberships**

- Faculty members of JBIT will be encouraged to attend research related conferences / seminars / workshops etc. scheduled to be held in other institutes on the topics / subjects which also exist and taught in our institute.
- Faculty may avail academic leave for this purpose throughout the year subject to the proper arrangement of their scheduled classes and other assignments by suitable substitute.
- It should have been the preference of faculty to attend such conferences / seminars / workshops etc. during lean period so that their teaching work may not be affected.
- Duty leave will be permitted by competent authority of the institute to attend such event which will not be restricted to as per the requirement and count of leave may increase depending upon the nature of the event.
- Faculty permitted academic leave of such kind can make a request only once in an academic session for financial assistance to reimburse its registration fees and other expenses of travelling allowance after approval of competent authority.
- With the prior approval of the competent authority a permanent faculty may request for financial assistance to purchase membership of renowned Society for research activities in India and abroad.
- The faculty members involved in research activities in the institute are motivated to apply for funding of the research events from government and non government agencies following the due procedure.
- The reimbursement of any payment or any grant asked from the institute for any research activity will only be approved if proper procedure is followed.
- The payment for TA and registration fee for outside campus activities i.e. conference, workshop etc. will reimburse as per the approval of sanctioning authorities.

### **4. Writing books/Chapter(s) in Books**

- Faculty members of the Institute are continuously encouraged and motivated to improve their academic excellence by writing books of their subjects and to write the chapters in

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the book/s duly approved and certified with ISSN/ISBN number, directly related to their field of study/ teaching-learning/ interdisciplinary and field of research.

- In case the faculty of the institute is not the first author but is co-author at the second or third position of the author list for an approved book may apply for incentive of his/her work. The disbursement of the incentive to such author will be the sole discretion of competent authority.

### 5. Ph.D. Persuasion

- The academic excellence of an institute is primarily based upon the teaching-learning process integrated with research outcomes.
- The non Ph.D faculty members are continuously encouraged and motivated by the authorities of the institute time and again, to pursue / enroll in the Ph.D. program of their subject from a UGC approved university..
- Academic leaves are approved for faculty members pursuing Ph.D. or different activity like entrance examination, synopsis presentation, thesis submission and/or presentation related to their Ph.D. work as and when required subject to submission of documentary proof.
- Financial help is also permitted by the authorities for completion and submission of Ph.D. thesis by the faculty member subject to submission of a service bond in the institute.
- The progress report and plagiarism report of the Ph.D. work as per university guidelines should be attached with the request letter for financial assistance submitted through proper channel.
- No financial assistance will be provided to a faculty member pursuing Ph.D. if he/she is availing a fellowship scheme from government and / or non-government agency.

### 6. Research Project Funding

- Faculty members are motivated and enlightened by the Research Committee to submit the research projects to the government and non government research funding agencies.
- The research projects are routed through research committee to see and check its creditability before submission to the concerned funding agency.





- The funded research project/s not only encourage the faculty members/students but also help augment research infrastructure in the institute.
- In case Principal Investigator leaves the institution before completion of the project, he / she will have to submit NOC for the project and hand over the entire project related documents and instruments/apparatuses to research committee.

## 7. Students Participation and Innovative Projects

- The students in the classes are motivated by the academic faculty regarding research activities and involvement of students in research.
- The faculties of the department select the students who are interested and inclined towards research activities and have their mental setup with some creativity and innovation.
- On recommendation of HOD, financial support for the best project will provided by the institute.
- The students which are preparing working and non-working projects displayed during the science conclave in the institute and present their projects during exhibitions in different colleges, institutes, universities and the science departments are invited for involvement in research activities.
- Student project work to be considered more rigorously, departmental faculties examine the quality of students' projects and explore the possibility of getting some research output from them.
- The students are encouraged to present the papers in conferences and seminars organized in our and other institutes.
- The students presenting the papers and patents are motivated with financial support in the form of incentive by the institute similar to the faculty.

## 8. **Honorarium to External Expert / Guest Speaker/ Keynote Speaker.**

- The institutes invites some prominent dignitaries expertise of the field of particular subject/s, research and innovation and industries expert from outside institutes/universities and other organization as well as from industries to deliver their







expert lectures, share their research profiles and expertise of the field with the objective to uplift and enlighten our faculty and the students.

- There is provision of providing them a certain fixed amount of honorarium based upon their expertise, position and nature of activity to be performed in our institute, in addition to normal travelling allowance subject to prior approval of director.
- However in case of funding research projects the invited expert/guest has been paid honorarium, travelling allowance as per the guidelines of the funding agencies.

### 9. Incubation and startups

Incubation Centre at JBIT is dedicated to motivate and help the students and faculty members who want to start their startups. The Centre is equipped with the necessary instruments, apparatus and all other facilities required for Incubation and implementation of ideas. Incubation Centre at JBIT Dehradun is providing the following facility to Incubators-

- Tinkering lab is available with equipped instruments and tools to do pilot experiments.
- Dedicated board room is available for discussion and presentation of Incubation Ideas.
- Separate space is provided to run their startups.

### 10. Research facilities in the institutes.

- Our institute has developed a research centre named after the prominent noble scientist Sir C.V. Raman (Physics) as C.V. Raman centre for Research, Innovation and Entrepreneurship
- The centre has been provided and installed with the necessary instruments, apparatuses and all other facilities required for the research by the researchers.
- There is also availability of plenty of research based E- journals so that the faculty and the students engaged in research activities may **easily make use of this facility in research centre itself.**

