



## **RESEARCH PROMOTION POLICY**

### **1. Preamble**

St. Peter's Institute of Higher Education and Research (SPIHER) recognizes the culture building model of Research and Development (R&D) through long-term investments in mentorship, infrastructures and collaborative network. The Institute aims to create a vibrant research ecosystem by promoting high-quality research, fostering interdisciplinary collaborations and providing financial support to researchers. This policy aims to cultivate a culture of research excellence that contributes to the community, industry and academia, enhancing the reputation of the institution.

### **2. Objectives**

- (i) To foster an environment conducive to high-quality research by creating an excellent research ambiance and infrastructure.
- (ii) To promote research excellence through encouraging publications in journals of international repute, conference presentation, book and book-chapters publications, patents filed and transfer technologies to relevant industries.
- (iii) To develop an inter-disciplinary, multi-disciplinary and trans-disciplinary research that encourages collaboration between different departments, both Nationally and Internationally.
- (iv) To support faculty members and research scholars in their research endeavours by providing funding, training and awards.
- (v) To continuously monitor the research outputs for ensuring quality by appropriate review committee.
- (vi) To create, promote and sustain capacity building of human resources for scientific research, globalization of research to achieve global visibility.

### **3. Initiatives for promotion of Research**

SPIHER has taken various initiatives over the years to promote Research and Innovation to enhance the research outcomes and to mobilize the knowledge resources for Research, Innovation and social empowerment through the following research promotion schemes as given below.

#### **3.1 Seed money for minor research projects**

Financial assistance is provided to faculty members to carry out proof-of-concept studies, with the proof-of-concept studies they can apply for funded projects from Government funding agencies. These grants are available to full-time faculty members, who are required to submit their proposals in the prescribed format. The call for seed money proposals would be made by Dean (R&D) every year. All submitted applications are reviewed and evaluated by a duly constituted committee. A grant of the research seed money of Rs. 2 lakh is provided to the eligible full-time faculty members of SPIHER, who have submitted proposals for minor projects funding. The approval of seed money project is given subject to performance and committee recommendation.

### 3.2 Patents filing support

Financial assistance is given to the eligible faculty members to get patent for their innovative ideas/products/process. A Technology Transfer Cell (TTC), SPIHER will support/assist the inventors for filing process.

### 3.3 Centres of Excellence

SPIHER supports research through three Centres of Excellence in thrust areas of National/International importance as given below

- (i) Centre for Advanced Medical Physics (CAMP)
- (ii) Centre for Immersive Technologies (CIT)
- (iii) Centre for Embedded Technologies (CET)

### 3.4 Sophisticated Analytical Instrumentation Facility (SAIF-SPIHER)

SPIHER is continuously establishing laboratories and state of the art facilities to actively encourage faculty members and researchers to undertake research projects funded by various Government and non-government organizations.

### 3.5 STEAM Museum – A Gateway to Innovation, Creativity and Heritage at SPIHER

- Aims to inspire students and researchers through exposure to innovations and heritage.
- Highlights profile of academic and research profile of the institution.
- Showcases research innovations, prototypes, artworks, engineering models and cultural artifacts.
- Encourages bridging theory with practical applications.
- Enhances Institutional reputation as a research-driven and innovation-focused university.

### 3.6 Incentives for research publications

In order to strengthen the high-quality scientific publication of SPIHER, incentives are provided to the faculty members for publications in Scopus and WoS indexed journals. The Table below presents the incentive structure for high-impact research publications.

Impact Factor (IF)	Incentive in Rs.	Norms
IF $\geq 7.5 < 10$	10,000	<ul style="list-style-type: none"><li>• First/Corresponding Author</li><li>• Science, Engg. &amp; Tech.: Scopus &amp; WoS</li><li>• Arts, Humanities &amp; Management Studies: Scopus</li><li>• Q1/Q2 Journals for Science and Engg. &amp; Tech.</li><li>• Any Q Journals for Arts, Humanities and Management Studies</li><li>• Incentives may be equally shared among the authors</li></ul>
IF $\geq 5 < 7.5$	7,000	
IF $\geq 2.5$ and $< 5$	5,000	
IF $\geq 1 < 2.5$	3,000	
IF $\geq 0 < 1$	2,000	

### 3.7 Incentives for Books/Book Chapters

In order to strengthen the high-quality book publication, incentives to faculty members are provided for Books/Book Chapters. The Table below presents the incentive structure for Books/Book Chapters.

Category	Incentive in Rs.	Norms
Book/Text Book	5,000	Book/Text Book/Edited Book/Book-Chapters numbered with ISBN/ISSN
Edited Book	3,000	
Book Chapter	2,000	

- Text Books/Edited Books/Book Chapters published by reputed publishers with ISBN/ISSN number only are eligible.
- Quality of publishers will be verified by a duly constituted review committee.
- One who claims for an edited book cannot claim for his/her contribution to a chapter in the same book.
- Thesis as a book and manuals will not be considered.

- Conference proceedings published as Lecture notes will not be considered as Book Chapter.

### **3.8 Incentives for funded project**

To encourage the faculty members, who have got the funded project, are given incentives for both Principal Investigator and Co-Principal Investigator.

- Both PI and Co-PI of SPIHER are eligible for a cash award.
- Cash award (3% of the total amount sanctioned) can be claimed only after the submission of Utilization Certificate (UC) every financial year and thereafter certificate of appreciation will be given every year until the end of the project.
- For sanctioned amount not received by SPIHER, the investigator will receive only certificate of appreciation.

### **3.9 Incentives to Supervisor after successful completion of Ph.D. programme of his/her scholar**

In recognition of the quality and volume of research undertaken by the research supervisor and as a measure to further encourage their valuable contributions, an honorarium of Rs. 10,000/- is provided to research supervisor after successful completion of Ph.D. programme of his/her scholar. This serves as an acknowledgment of their unwavering commitment and dedicated efforts in advancing research.

### **3.10 Institute Research Fellowship (IRF)**

The Institute offers Institute Research Fellowship (IRF) for full-time research scholars. It is an unique opportunity to conduct advanced research within the institution, fostering academic innovation and contributing significantly to the institution's intellectual growth and knowledge base. Scholars awarded the IRF are eligible to receive the fellowship until the completion of the minimum period of their Ph.D. programme.

The amount of fellowship is subjected to revision periodically as per the norms of the institution. An Institute Research Fellowship (IRF) of Rs. 15,000 per month will be provided for candidates in Arts & Science, Humanities and Management Studies disciplines and Rs. 20,000 per month for those in Engineering and Technology disciplines.

### **3.11 Post-Doctoral Fellowship (PDF)**

The Post-Doctoral Fellowship Programme at our Higher Education Institution is designed to promote advanced research, strengthen the research ecosystem and foster scholarly excellence. The programme aims to provide a conducive platform for post-doctoral researchers to undertake high-quality, innovative research under the guidance of experienced faculty members, thereby contributing significantly to the institution's research output and academic advancement.

- The fellowship is valid for 2 year. Extension for one more year may be given based on the recommendation of the review committee.
- Applicant must hold a Ph.D. from a recognized university with a strong academic record.
- Candidates in regular employment are not eligible.
- Ph.D. must be completed within the last 5 years; maximum age limit: 40 years.
- Applicant should not have obtained Ph.D. from SPIHER.
- A qualified Mentor/Guide with strong research credentials and should have major funded project and International MoU.
- Preference given to candidates with industry linkages and applied research focus.

- Submission of a clear research proposal with defined objectives, outcomes and deliverables is essential.

### **3.12 Research Faculty Members**

The institute has appointed dedicated Research Faculty positions across various departments. These faculty members will focus exclusively on:

- Conducting high-quality research
- Securing external research funding
- Publishing research articles in peer-reviewed journals
- Filing and publishing patents

The initiative aims to significantly enhance the volume and quality of research publications, strengthen the institution's capacity to obtain competitive research funding, foster a culture of innovation and scholarly excellence and elevate the institution's standing in national and international academic rankings. Each Research Faculty member shall be assigned one course per semester by the respective Head of the Department, thereby resulting in fewer class hours.

### **3.13 Research Awards**

SPIHER recognize the research carried out by its faculty members by providing "Best Researcher Awards" annually as follows.

- (i) Best Researcher Award - Highly Cited Researcher
- (ii) Best Researcher Award - High Cumulative Impact Factor
- (iii) Best Researcher Award - Funded Project
- (iv) Best Researcher Award - Most Significant Patent Granted
- (v) Best Researcher Award - Recognition of awards received from recognized institutions within India & abroad.
- (vi) Best Researcher Award - Research and Innovation Excellence.

### **3.14 Collaborative Research**

Memoranda of Understanding (MoUs) are established with universities, research institutions and industries/companies to promote collaborative research, facilitate knowledge exchange and strengthen academic-industry linkages. These partnerships provide a structured framework for undertaking joint research projects, sharing expertise and infrastructure, and fostering innovation across disciplines. Through such collaborations, faculty members and researchers gain opportunities to engage in interdisciplinary research, access advanced facilities, and contribute to addressing real-world challenges. The MoUs also support student engagement through internships, training programmes and exposure to industry practices, thereby enhancing their academic and professional competencies. Overall, these strategic alliances play a vital role in enriching the research ecosystem, improving the quality of scholarly output, and advancing the institution's mission of excellence in research and development.

### **3.15 Fee concession for faculty members**

The pursuit of a Ph.D. enhances the academic credentials of the faculty members and the overall growth of the institution. To motivate and encourage the faculty members of the institution, SPIHER considers waiving 25% of the semester fee for faculty members who enrol for the Ph.D. program under part-time mode in the institution. An additionally, provision is given to the faculty members, allowing the payment of the semester fee in two instalments. This flexibility in payment would further ease the financial burden on the faculty members making them to enrol for the Ph.D. program under part-time mode.

### **3.16 Relaxation of semester fee for visual impaired candidates**

Institution accommodates visually impaired candidates to motivate them to pursue their Ph.D. programme. The candidate shall appoint live readers for their own and the candidate shall take the sole responsibility of the live readers until the completion of their Ph.D. programme. 50% of the semester fees will be waived to the visually impaired candidates.

### **3.17 Consultancy**

Consultancies provide enrichment of the experience and knowledge through interacting in the professional sphere. The Academia also gets a chance of experimenting under actual service conditions. Consultancy also provides an opportunity to students to visualize the sphere of their chosen profession. It provides financial return to St. Peter's Institute of Higher Education and Research, the faculty and the students. The faculty members of the Department are permitted to engage themselves in Consultancy practice to such extent, which does not interfere with the discharge of their routine duties.

### **3.18 Organization of Conference/Seminar/Work Shop/ Symposium**

Each department shall organize at least one scientific event—such as a Conference, Seminar, Workshop or Symposium at the National or International level during every academic year. The brochure for the proposed event must be prepared and uploaded on the Institution's website well in advance to ensure adequate visibility and participation. Further, a detailed proposal for the event, including a comprehensive budget estimate, should be submitted to the review committee for necessary review and approval.

## **4. Extramural Funds**

Extramural Funds and consultancy funds from State, National and International funding bodies, Government/private (corporate/NGO/Trust/Individual) will be generated. Faculty members and students are encouraged to apply and work for sponsored Government and non-Government projects and fellowship programmes.

## **5. Research Ethics**

Ph.D. thesis and Research articles must adhere to the highest standards of academic integrity and ethics. Key ethical considerations include:

- Plagiarism: Strict adherence to anti-plagiarism policies.
- The Drillbit software is used to check documents for plagiarism and ensure academic integrity. A similarity index of 10% or below 10% is considered acceptable in accordance with UGC norms on plagiarism.
- Academic Integrity: Researchers must ensure transparency in data collection, analysis and reporting.

### **5.1 Academic Dishonesty and Disciplinary Committee**

As per UGC guidelines, Departmental Academic Integrity Panel (DAIP) and Institutional Academic Integrity Panel (IAIP) have been formed in order to conduct inquiry when Academic/Research Dishonesty is reported against an individual / group. Suitable disciplinary action may be initiated, if found guilty.

## **6. Institutional Ethics Committee (IEC)**

As per the WHO definition, a clinical trial is any research study that prospectively assigns human participants to one or more health related interventions to evaluate the effects on health outcome. Institutional Ethics Committee (IEC) is the committee formed by a group of people who go through the research protocol / proposal and state whether or not it is

ethically acceptable. ICMR Code is the statement of Ethical Guidelines for Biomedical Research on Human Participants. These Statements of General and Specific Principles may be varied, amended, substituted and added from time to time. To safeguard the welfare and the rights of the participants it is mandatory that all proposals on biomedical research involving human participants should be cleared by an appropriately constituted Institutional Ethics Committee (IEC). All the research articles before submission process are scrutinized by the IEC.

#### **7. Visit of eminent researchers**

The visit of eminent scientists/professors of various disciplines to the institute and their interactions with faculty, research scholars and students will be helpful in creating awareness on thrust areas of research and advanced research techniques. It also helps the students and Ph.D. scholars to get exposed to International standards.

#### **8. Establishment of Sir C.V. Raman Chair**

The Institute is set to establish the prestigious Sir C. V. Raman Chair. The funding for this chair will be generously provided by the Lakshmi Saraswathy Educational Trust to support the activities. This chair is intended to recognize and promote scientific excellence through the Sir C. V. Raman Scientist Award, which will be presented annually to outstanding researchers across India. The funds allocated for this chair will be utilized to give the cash prize of Rs. 50,000/- along with the citation for the recipient of the Sir C. V. Raman Scientist Award, which is presented annually during the convocation ceremony. This award would serve as a national recognition for researchers throughout India.

Additionally, the institution commemorates National Science Day each year to commemorate the discovery of Sir C.V. Raman on 28<sup>th</sup> February every year.

#### **9. Budget Allocation for Research**

A structured budget allocation of nearly 50% revenue through R&D outcomes is proposed to effectively support and strengthen research activities within the institution by allocation prioritizes high-impact outcomes, interdisciplinary collaboration and sustainable research development. Funds will be strategically distributed across key areas, including seed funding for innovative projects, support for externally funded research proposals, development of infrastructure and advanced equipment, publication and patent assistance and capacity-building initiatives such as conferences, seminars, symposia and workshops. A dedicated provision is made to promote high-quality publications in indexed journals, encourage patent filing and commercialization and foster industry-linked research.

##### **Key Components of Budget Allocation:**

- SAIF – Sophisticated Analytical Instrumentation Facility
- CAMP – Centre for Advanced Medical Physics
- Centre for Immersive Technologies (CIT)
- Centre for Embedded Technologies (CET)
- STEAM Museum – SPIHER
- 50% fee concession for visually impaired research scholars
- 25% fee concession for SPIHER faculty pursuing Ph.D. (payable in two installments)
- Best Researcher Award for faculty members
- Sir C. V. Raman Scientist Award
- Seed Money support for research projects
- Institution Research Fellow (IRF) scheme
- Post-Doctoral Fellowship (PDF)
- Organization of conferences, seminars, symposia and workshops
- Incentives for research publications

- Incentives to Supervisor after successful completion of Ph.D. programme of his/her scholar
- Incentives for Books/Book Chapters
- Incentives for funded projects
- Financial assistance is given to the faculty members to get patent for their innovative ideas.

## **10. Conclusion**

St. Peter's Institute of Higher Education and Research is committed to promoting high quality research and ensuring the faculty members and research scholars have the necessary support and resources to contribute meaningfully to their fields. This policy will help the institution build a strong research culture, encourage collaboration and produce impactful outcomes that benefit both the academic community and society.