



## **GOKARAJU RANGARAJU INSTITUTE OF ENGINEERING AND TECHNOLOGY**

### **RESEARCH & DEVELOPMENT (R&D) PROMOTION POLICY**

Improving high-quality scientific research is a necessary requirement for creating successful applications. The objective of Research & development (R&D) initiatives undertaken by Gokaraju Rangaraju institute of engineering and technology is to build research careers, internationalization of human potential, support to strengthen the knowledge foundation and promote the creation of new applications, as well as societal impact of education, research and innovation. All education, research and innovation of this Institute should aim to be of a high standard. The goal of creating technological and social innovations has emerged alongside R&D-based activities. To achieve the high quality research ambience the institute has framed the following policies:

#### **1. Establishment of Research and Development (R&D) cell:**

1.1 The Research and Development (R&D) Cell was established in the year of 2007 as per the directions issued based on the minutes of the meeting of Governing Body.

#### **Composition of R&D Cell.**

- (i) Principal -Chairman
- (ii) Dean (R&D)
- (iii) Heads of all Academic Departments
- (iv) Members\* Senior Faculties, nominated by the Principal.
- (v) Nominee from the Industry

\*Head/Members should have Doctoral degree (Ph.D.)

\*Head/Members should have Research publications in refereed journals to their credit.

#### **2. Responsibilities:**

2.1 The R&D Cell is responsible for the overall performance of the research activities of the Institute. The main responsibility of the R&D cell is:

- To develop and enhance of the Institute's research capacities.
- To motivate all Faculties to pursue research in their respective areas of expertise.
- To protect and commercialize the Institute's intellectual property.

- To take care of Consultancy activities related to R&D.
- To provide research and development opportunities for academic staff to maintain enthusiasm, awareness of current scholarship and relevance in teaching and other Institutional activities.
- To develop the infrastructure conducive to promoting the quality and quantity of research and development.
- To establish research and development priorities; and monitoring the quality and quantity of school research and development.
- To Disburse Institute Research Funds to established researchers, both individually and in groups; including research infrastructure funds; seeding grants to beginning researchers; research initiatives across the departments; and provision of consolidated information to the Governing Body and other appropriate Institutional bodies.
- To monitor the application of Research Funds to ensure that the funds are properly and formally accounted for.
- To promote emerging areas of research and development.
- To develop mechanisms conducive to the best possible ways of engaging and motivating research staff.
- To monitor and enhance the quality of research programmes, projects and the research infrastructure within Institute, including the training of research scholars.
- To be responsible for progression of research scholars.
- To foster the development of multi-disciplinary research endeavors across Faculties and departments.
- Monitor the research and development performance of individuals, groups, Centres, Schools and
- Faculties to encourage excellence and productivity through maintaining a database of research and development activities.
- Oversee the application of the Code of Research Ethics for the responsible practice of research.
- To formulate incentive schemes for promoting research activities with teachers and students scholars.

- To enhance the quality of postgraduate education to be brought up to an internationally high level. An evaluation of PG program to be carried out by the R&D committee.
- To promote building build strategic, durable partnerships and develop funding solutions with Industries and research Institutions for steering, funding and cooperation.

### **3. Policy for Research and innovation funding: development principles**

- (a) Funding will be long-term and predictable, and allocated under transparent criteria.
- (b) Long-term skills development requires a stable funding base: the diverse and strong technological and science base of this Autonomous Institute will be safeguarded.
- (c) Funding to promote the application, introduction and commercialization.
- (d) New and current resources to be directed towards the most important targets: strengths and selected priority fields; infrastructures; the research career system; internationalization.
- (e) Research and innovation by individual departments will be activated through funding, with the aim of improving the ability to innovate through interdisciplinary research work.
- (f) The funding basis for the Institute to be diversified; quantitative objectives and incentives to be set for international funding through steering committees.
- (g) A larger share of the research funds will be used for strengthening the knowledge base and for research and innovation as well as cross-border cooperation.
- (h) Expanding the funding base of research institutes will be necessary in the future.

### **4. APPROVAL OF RESEARCH PROPOSALS**

- 4.1 The design and methodology of research undertaken by a member of staff or student, that makes use of research and subjects like people, human remains, other living beings and the environment, must be submitted to R&D Cell for evaluation and approval, especially if legislation, professional councils or institutions affected by the research require it.
- 4.2 When students hand in research essays, mini-dissertations, dissertations and theses, they must declare that their research has complied with the Code of Research Ethics of the Institute.
- 4.3 The R&D Committee will scrutinize the proposals before forwarding the same to the concerned authorities.

### **5. CODE OF RESEARCH ETHICS:**



This code expresses the ethical values of all staff engaged in academic and/or research activities at the GRIET, who have committed themselves to:

- Uphold the values of freedom, democracy, equality, human dignity and respect for diversity;
- Strive for distinguished scholarship, excellence in teaching, reputable research and innovation through leading, challenging, creating and exploring knowledge.
- Accomplish the above individually, through collective efforts and partnerships with Communities.

The purpose of the Code of Research Ethics is to guide staff and students engaged in academic and research activities to:

- respect the human dignity and rights of all stakeholders.
- promote shared ethical values and fulfill all academic/research activities according to such values.
- uphold and promote individual, group and institutional integrity when in the process of fulfilling the roles as Professors, Guides, Researchers, Mentors and Advisors.
- create trust in the institution and the practice of science and engineering.
- this code can be amended from time to time to deal with other aspects of research duties.
- the pursuit of truth through free inquiry and open dialogue.
- complying with the highest standards of scientific and engineering research
- making no misrepresentation in the dissemination of research information and
- findings and not fabricating data or information.
- designating authorship of consulted research sources clearly, accurately and justly and assigning authorship of research publications.
- committing no form of plagiarism.

#### **RELATIONSHIPS WITH THE COMMUNITY:**

- (1) Data or information shall be gathered and recorded in such a way that it can be made available at any time (after completion of the project) to other interested parties without undermining confidentiality.
- (ii) Researchers will judiciously consider potentially destructive consequences of their research activities, outcomes or outputs on the human or natural environments and will

avoid such research projects, or assiduously reduce the risk of such consequences through their research activities.

- (iii) Researchers will exercise their rights to academic freedom and freedom of scientific research, researchers are accountable to the community for the way in which they exercise those rights.

## **RELATIONSHIPS WITH SPONSORS**

- (i) The methods, contents and results of research that has been funded (fully or partially) by external funds, shall be fully disclosed. Full particulars of the person or institution from outside the Institute who funded the research shall be provided in the published results of the research.
- (ii) Researchers shall be honest with sponsors of their research about their qualifications and their research expertise and skills. Researchers shall ensure that sponsors require nothing of their research that is contrary with internationally acknowledged standards for ethical research.
- (iii) Researchers shall only utilize a sponsor's funds for purposes explicitly approved by the sponsor.

## **7. RELATIONSHIPS WITH RESEARCH PARTICIPANTS AND RESEARCH OBJECTS:**

- (i) Researchers shall, at all times, respect research participants' right to freedom, dignity, privacy and bodily and psychological integrity.
- (ii) Researchers shall treat non-human living beings with care, respect and awareness of their vulnerability and defenselessness.
- (iii) Researchers shall undertake research in a manner that does the environment no harm and that creates no additional environmental stress.
- (iv) Researchers shall undertake to carry out biohazard waste disposal as per established norms and practices.
- (v) Researchers may use people as participants of research only if they have given their proven informed consent for their participation in the research, or, in the case of persons younger than eighteen years, if their guardians have given such informed consent and also observe confidentiality.

### **Publications Policy related to R&D:**

The GRIET has come out with its own publications or third party authorized publications



Scope: This policy applies to all departments and units.

**Purpose of the Policy:** Publication policies, procedures, and guidelines are framed to ensure a minimum standard and common visual identity in all official publications and promotional materials. The Institute official information will be accurate, consistent, legally compliant, timely and accessible.

To this end, clear roles and responsibilities will be defined for those who formulate, publish and maintain this information, whether electronically or in print. Each publication will have a designated content owner who is responsible for ensuring that the publication complies with this policy. Management and release of publications will be authorized by the designated content manager for specific publications and/or categories of publication. The Chairman /Convener Publications Committee shall be responsible for the overall administration of the publication policy. All new and existing publications issued or reproduced in any language and in any medium, including web, print, CD ROM, video and audio, are required to be of a high standard and to represent fairly and accurately the institutes operations, services. The current standards are defined in the publication processes and procedures and in the policies referred to in the sections below.

**Publishing:** Publishing is defined as making or assisting to make information publicly available in a manner which purports to represent to public forum, its programmes of study, capabilities, activities or interests, whether on the institute website or by linking from that website, or printed, electronic or reproduced in any form whatsoever.

### **Publication types**

**A. Primary Publications:** The primary focus of this policy is to bring out institute's official information. This is defined as information which is of a regulatory or contractual nature and is therefore binding on or relied upon by those who deal with the institute. The policy in respect of this information is to manage the authorization, content and format of its production so that it can be contractually relied upon to represent or describe the institute regulations, policies and practices as well as the services and products which the institute offers and the terms on which such services and products are supplied.

Publications which contain this type of information include the following: The Academic Calendar (published or reproduced in any medium, including web, print and CD ROM). All materials published or reproduced in any language and any medium, including web, print, CD ROM/DVD, video and audio, which are prepared for communicating contractual information to prospective, current or past students of the Institute or to those who influence and support them. Examples of such materials in print are: Short guide (for future students), Prospectus, Introducing booklets, Accommodation Guide, Family guide, College and campus handbooks, information for international students, programme guides and brochures, leaflets, posters, fliers and the like which are produced for the purpose of promoting programmes and services. All

advertising communications, including television, cinema, newspaper, radio, magazine, flyers, leaflets, web banners, posters, electronic recordings, CDs, DVDs, vehicle and outdoor advertising, email, phone, SMS and direct mail campaigns and all other advertising formats. All

materials published or reproduced in any language and any medium, including web, print, CD ROM/DVD, video and audio, prepared for the purpose of communicating contractual information to the Institutes business partners, research partners and stakeholders.

**B. Secondary Publications:** The focus of this policy is on information which is not intended to be regulatory or contractual, but rather is teaching material, or is descriptive, interpretative or explanatory about people, activities and issues of interest to those who interact with the Institute. The publication policy is intended to cover scholarly publications such as journal articles, books and the like which are the product of normal academic activities. The policy in respect of this information is to have procedures in place to ensure that it is fit for purpose, without compromising the appropriate exercise of academic freedom of expression. Where the context does not make the status of the material self-evident, a disclaimer may be required, stating that no representation is being made or implied that the content has official endorsement as policy or should necessarily be contractually relied upon by those who deal with.

**GRIET shall publish the following items.**

**1. Online Publications**

- a. Websites
- b. Online News Letters
- c. e-Magazine
- d. e-Journals
- e. e-Brochures
- i. Placement Brochure
- ii. Institutional Brochure
- iii. Individual Departmental Brochure
- iv. e-Prospectus

**2. Hard Copy Publications**

- a. News Letter
- b. Magazine
- c. Journals

d. Brochures


- i. Placement Brochure
- ii. Institutional Brochure
- iii. Individual Departmental Brochure
- iv. Prospectus

e. Conference / Seminar Proceedings

**Publications Committee**

**Publisher:** GRIET/Authorized third party.

**Chairman:** Principal (GRIET)

  
Principal 17 March 2007  
**PRINCIPAL**  
**GOKARAJU RANGARAJU**  
Institute of Engineering and Technology  
Chupally, Kukatpally, Hyderabad-500 081