



# RESEARCH POLICY

## VERSION 1.0

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**RAI UNIVERSITY, AHMEDABAD**

  
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## TABLE OF CONTENT

SR. NO	PARTICULARS	PAGE NO.
1	Preamble	3
2	Introduction	3
3	Establishment of the Research Advisory Cell	5
4	Research Guidelines	6
5	Research Ethics and Integrity	6
6	Intellectual Property rights (IPR) Policy	8
7	Research Opportunities for Faculty / Staff	9
8	Research at UG and PG Level	9
9	Publications	10
10	Research Promotion Policy	11
11	Policy for Seed Money	13
12	Incubation Center	13
13	Flow Process Chart	14

  
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## 1. PREAMBLE

- The growth of university depends on the scientific knowledge through research and development and its impact on the society.
- To disseminate progressive improvements in various fields and promotes innovation and motivate the faculty as well as the students for advanced learnings.
- Research is the knowledge benchmark that builds state of the art facilities, promotes research publications, collaborations in attaining its objectives.
- It depends upon the alignment of faculty and students with all the aspects of research initiatives and innovation.
- The research policy aims to assist Rai University to achieve excellence and best contribution to the society.

## 2. INTRODUCTION

Rai University's (RU) research facility was established in 2015. The university envisions in achieving excellence in research and development. The university will preserve the integrity and ethical research as mandated by the University Grant Commission (UGC) Minimum Standards and Procedure for Ph.D. Degree 2016 and subsequent UGC revisions of 2018. The RU recognizes the pivotal role of research in advancing knowledge, societal progress, and educational enrichment, and is steadfast in its commitment to fostering a robust research culture. The institution acknowledges that a vibrant research environment contributes not only to academic excellence but also enhances the quality of education by integrating research into the learning experience. The university provides platforms for the creation of novel knowledge and breakthroughs in the areas of Computer Science and Engineering, Information Technology, Computer Science, Mechanical Engineering, Sciences, Management, and Life Sciences.

### 2.1 Purpose

This policy aims to establish a solid framework for growing and bolstering the university's research ecosystem. The goal is to foster a lively and supportive environment for academics and

  
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students in research to provide a general framework for conducting pertinent research activities and producing desired results.

## 2.2 Scope

This broad policy applies to faculty members, research scholars, and students. This policy covers all research conducted in the University departments, colleges that are linked with the university, and other research facilities. The university has a multitude of multidisciplinary research centres in the fields of technology, life sciences and management. Currently, Rai University has various research and teaching departments providing Ph.D. in domain of CSE, IT, CS, Management and Sciences.

- Research projects of students undertaken as part of the curriculum or for enriching it.
- Publications, presentations and communications of the research outcomes and related activities.
- Industry consultancy, projects assist in solving problems, innovation, improvement, and development of products/ processes, etc

## 2.3 Objectives

- Establish a foundation for promoting and supporting high-quality research across diverse academic disciplines
- Encourage interdisciplinary collaborations and forge strategic partnerships with industry, government entities, and other research institutions.
- Facilitate the transition of research findings into tangible applications, ensuring that the outcomes of scholarly pursuits contribute meaningfully to societal development.
- Provide support and guidance for the patenting and commercialization of research outcomes, fostering a culture of innovation and development.
- Integrate research skills development seamlessly into the university's curriculum, preparing students for active participation in scholarly endeavours.
- Recognize and celebrate outstanding research contributions through awards and acknowledgment programs.
- To implement rigorous ethical standards tasked with the responsibility of reviewing and monitoring research protocols to ensure compliance with ethical norms.

  
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- To encourage and provide comprehensive support for the publication of research findings in reputable journals, conferences, and other scholarly platforms.
- Offer opportunities for faculty and research scholar's development, training, and collaboration through workshops, conferences, and research exchange programs.
- Promotes joint research projects, ensuring a cross-disciplinary approach that enhances the impact and relevance of research outcomes.

### **3. ESTABLISHMENT OF THE RESEARCH ADVISORY CELL (RAC)**

The Ph.D. program would be governed by the coordinator guidance of Director and Provost.

- Provide administrative support for the Research Projects and other R&D-related activities.
- Collaborate with reputed organizations.
- Provides handholding, and guides the Faculty and Students to undertake Research.

The R&D Advisory Cell would comprise of the following committees for its smooth functioning:

- Finance and Infrastructure Committee for Research Development.
- Research Program Committee.
- Research Collaboration and Community Committee.
- Product Development, Monitoring, and Commercialization Committee.
- IPR, Legal and Ethical Matters Committee.

The Research Program Committee constituted with the approval of Honorable Provost is responsible for operations of the Ph. D Program. The Committee consists of the Dean/Director (Research and Development Cell), Ph. D Coordinator, and External Subject Experts and Internal Experts from the respective discipline.

#### **The functions of RAC include:**

- To aid with the Institute's resource and infrastructure development for research.
- To create and carry out the research strategy for the school or institute.
- To assess and accept the Department's research plans.

  
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- To assess the Departments' and Research Groups' performance about the deliverables and performance.
- To manage the Ph.D. program, including admissions, RAC constitutions, and each scholar's advancement.
- To support and encourage multidisciplinary research amongst departments and other institutes, both inside and outside the university.
- To motivate academic staff to submit applications for outside funding sources.
- To encourage faculty and students to engage in ethical research and best practices.
- To promote research ethics and best practices

#### 4. RESEARCH GUIDELINES

A vital and significant component of any system of higher education is research. Research is highly encouraged among RU's personnel and students. The following norms shall be observed:

- Faculty are encouraged to apply for national and international research funding.
- The university supports the dissemination and publication of research findings in scholarly publications.
- All proposals are to be routed through the R&D cell for scrutiny before submitting the proposal.
- Every faculty must publish at least two Scopus/WoS/SCI/SCIE publications per year.
- The technical paper must be in the affiliation of a particular School of Rai University or Rai University.
- The faculty must produce the hardcopy of the published research paper/book chapter/textbook and proof of Impact factor and Index in Scopus/WoS.
- All career progressions would be linked to quality research contributions and international exposure to research work.
- After attending conferences/workshops, it is mandatory for all deputed staff to share the details with all the faculty members to increase research exposure among the faculty members.

  
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- To recommend financial incentives to researchers for research contribution. For which; the research promotion policy is framed and that would be subject to revision based on the inputs of the research committee.
- Leaves will be given to the faculty if they obtain prestigious overseas/national fellowships from National/International agencies.

## 5. RESEARCH ETHICS AND INTEGRITY

This policy applies to all works created at and for RU, whether they are published or unpublished, written or not. Academic and research publications / IPR (research papers, books, articles, assignments, project reports, theses (Masters, and Ph.D.), and research projects, reports, copyrights, patents, registrations of designs, etc. are among the written works. All members of the RU community, including instructors, staff, and students, are bound by the plagiarism policy. The research cell will endeavour to make researchers more aware of the significance of integrity and ethics, as well as the need to adhere to institutional, national, and international ethical standards for research and publication processes. The institution will grant all researchers access to a widely recognized software program so they may put the system in place to prevent plagiarism of any type. Furthermore, the cell will raise awareness among researchers on questionable research, publishing practices, and predatory journals. The researcher will be entitled to and accountable for: (i) making sure that research is appropriately reported to the academic and scientific community; and (ii) selecting the proper format for data and results publishing or presentation. Any awards, benefits, entitlements, etc. that have already been granted to a candidate may be revoked if the candidate is found guilty of any form of academic dishonesty, misconduct, plagiarism, including self-plagiarism, copyright infringement, misuse of his or her position of authority, misrepresentation, suppression of facts, etc., or violation of university policy.

The fundamental duty of the IPR, Legal and Ethical Matters Committee work regarding scientific misconduct, including plagiarism. This committee will make sure that all ethical issues of research are competently reviewed, and that project proposals are received and executed free from any prejudice or influence that could compromise their neutrality. Throughout their investigations, researchers should make every effort to identify and manage

  
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any ethical concerns related to their projects, as well as to ensure that the necessary permissions and approvals are obtained before beginning any research.

### 5.1 Anti-Plagiarism Policy

Plagiarism is the presentation of someone else's work, words, images, ideas, opinions, discoveries, artwork, music, recordings or computer-generated work (including circuitry, computer programs or software, websites, the internet, or other electronic resources) whether published or not, as one's work, without properly acknowledging the source, with or without the source's permission.

It is the prime responsibility of an institute or individual to distinguish original content from plagiarized work. The detection of plagiarism is a judgment to be made by a person who understands the subject and who is also aware of the definition of plagiarism. Such a person should also be aware of the tools available to detect plagiarism. The following norms shall be observed:

- All academic works, including conference papers, research papers, review articles, research proposals, PhD theses, PhD theses, and UG/PG project work, must be submitted to the university with a self-declaration regarding plagiarism and similarity checking.
- The involved academic member, mentor, or supervisor will use plagiarism software to thoroughly check the submitted work for plagiarism and resemblance.
- However, the exclusion criteria ought to be established in the cited text, bibliography, and matching up to 14 words. Ought the degree of similarity above the allowable threshold, the document is to be appropriately adjusted to fall within the acceptable range.
- The plagiarism checks of the Ph.D. thesis and all the documents submitted to RAC will be plagiarism-checked by the Dean or any other council member.
- The University shall take appropriate action by UGC norms if any plagiarism is reported against any student at any point, including after the degree has been awarded. This action may include canceling registration or withdrawing the degree.

#### Compliance Statement:

All Research Scholars and Students are required to submit a signed statement that they are aware of the plagiarism policy of the University and that no part of their work be it an assignment, term paper, project report, thesis, dissertation, etc. is not copied in any form and it is their creation.

  
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## 6. INTELLECTUAL PATENT RIGHTS (IPR) POLICY

Rai University has acknowledged the value of an active and robust intellectual property rights (IPR) culture that permeates the whole academic and research community. By establishing an environment to safeguard the intellectual property rights of its faculty and staff, the university encourages them to produce high-quality research papers and creative solutions. The goal of RU's IPR policy is to offer a framework for creating, promoting, supporting, and safeguarding RU's and its affiliates' inventions. The Intellectual Property Rights applies to the university's faculty, research scholars, staff, and students. A patent is the legal right of an inventor to exclude others from making or using a particular invention. This right is sometimes termed an "intellectual property right" and is viewed as an incentive for innovation.

- Any patent funded by the University shall have the University as a primary applicant. The patent shall be irrevocably registered in the name of Rai University, Ahmedabad when any intellectual property produced, designed, or created by employees of RU while they are employed, conducting research, working on a study, or participating in any other activity and using resources, such as money, time, space, staff, equipment, or any other resource.
- In case the Faculty and Students are filing for patents on their own (without financial assistance from the University), it is still mandatory to mention the affiliation of the University.
- The relevant collaborating organization and RU will jointly own the intellectual property (IP) if it results from a collaborative research effort done by the two parties with/without outside funding from a third party.
- If intellectual property (IP) arises from institutional, industrial, or other consultant services provided by RU, the relevant organization, and RU will share joint ownership of the IP by a mutual agreement.
- If money comes from a government agency, ownership will be determined by the ownership guidelines established by the funding agency to approve the particular project or activity.
- RU shall hold or retain the right, at any time, to cease or continue using the intellectual property (IP) at any point, including but not limited to the stage of its generation or creation,

  
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submission to relevant IP authorities, and even after during IP processing or granting, if it appears suitable.

## 7. RESEARCH OPPORTUNITIES FOR FACULTY/STAFF

All Faculty/staff are encouraged to register for Higher Education, particularly to register for Ph.D. The University supports the employees in all possible way for their growth. The following facilities are provided for the employees to improve their career profile:

- Duty Leave is provided as per HR Rules and Regulations for faculties to motivate and enhance research
- HR Policy lists out the mechanism to support Faculties in their quench for Research.

## 8. RESEARCH AT UG AND PG LEVEL

- Research components are believed to be an essential component in the curricula, particularly in the final or pre-final year of the bachelor's program and the final year of the master's program, for encouraging creativity among undergrad and graduate students.
- All faculty members are required to post UG and/or PG projects for students to work on under their supervision well in advance of the last semester.
- As a result, the minor and major research projects are introduced in the pre-final and final years of the bachelor's degree and final year of master's programme.
- As needed for the project, their supervisor will help them develop pertinent skills including doing a literature review, conducting fieldwork, analysing data, writing theses, and more.
- In the end of the dissertation, the final thesis has to be submitted to the University and also the will be conducted.
- The thesis must be duly checked by the supervisor for plagiarism.
- In case of the quality work, the supervisor shall encourage to publish work in the appropriate peer-reviewed journal/UGC care journal.
- Research shall be given top priority in the postgraduate program, and students should receive strong training in research techniques. The University shall strengthen research training even further in both undergraduate and graduate degrees.

  
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## 9. PUBLICATIONS

- Publishing a paper is imperative for researchers seeking to disseminate their findings and contribute to the academic community.
- The validation provided by peer-reviewed journals ensures credibility and quality of the research.
- Adherence to the UGC-CARE list is crucial, as it signifies compliance with established standards and enhances the visibility of their work within the national context.
- Both Scopus and Web of Science journals (WoS) are listed under UGC-CARE list.
- UGC-CARE journal list is categorized into two groups. UGC-CARE Group I is compiling and updating a list of Indian periodicals, with a focus on those from the arts, humanities, languages, culture, and Indian knowledge systems and the journals indexed in globally accepted databases such as Scopus and WoS, Humanities Citation Index Source Publication, Science Citation Index Expanded Source Publication, Social Science Citation Index Source Publication). These journals are to be considered for all academic purposes. Journals indexed in Scopus and / or Web of Science is part of UGC-CARE List Group II.
- Researchers bear the responsibility of maintaining the highest ethical standards, refraining from data fabrication, falsification, and plagiarism.
- Transparency is equally vital, and authors must declare any conflicts-of-interest statements.
- The practice of duplicate publication and submission of same research to multiple journals is ethically unacceptable.
- The research paper should bear the affiliation of the University.

## 10. RESEARCH PROMOTION POLICY

### 10.1 Objectives

The primary goal of the Research Promotion Policy is to encourage academic members to engage in high-quality research, consulting, and other research-related works. RU seeks to advance research initiatives in all departments and enhance overall research performance.

### 10.2 Scope

- To encourage researchers to explore and contribute to the development of innovative solutions

  
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- To motivate the researchers to publish in reputed journals with good impact factor.
- To simulate collaborative research project with the National/International Universities, Government agencies, private agencies and industries.
- To motivate our faculty members to apply for grants and obtain financing for their research projects from international and Indian funding organizations.
- To undertake consultancy projects sponsored by Government & Private, Industrial and other organizations.

### 10.3 Details

- On publishing research paper as First/Corresponding Author in SCOPUS/SCI/WoS indexed journals, the RU shall pay Rs. 3000/- as incentive per paper. In case the Author is not First/Corresponding Author but involved as 2nd Author then an incentive amount would be Rs. 1500/- per paper.
- On publishing research paper as First/Corresponding Author in UGC Care journals, the RU shall pay Rs. 1500/- as incentive per paper. In case the Author is not First/Corresponding Author but involved as 2nd Author or onwards, then an incentive amount would be Rs. 1000/- per paper.
- On publishing research paper as First/Corresponding Author in SCOPUS/SCI/WoS indexed journals, the RU shall pay Rs. 3000/- as incentive per paper. In case the Author is not First/Corresponding Author but involved as 2nd Author or onwards, then an incentive amount would be Rs. 1500/- per paper.
- Publication of paper in peer reviewed journals would result in incentive of Rs.1000/- per paper.
- If there are two faculty member/research scholars as author/co-author, the incentive shall be divided equally and if there are more than two than the 80% of the incentive shall be distributed equally among the first author and the corresponding author and the rest equally shared among other authors.
- On publishing the book with ISSN/ISBN, following will be the incentive for Authored/Edited Book published by International Publishers: Rs 5000
- On publishing book chapter with ISSN/ISBN, RU shall pay the incentive of Rs. 2000/-

  
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- The inventor(s)' incentive for granting/publishing the patent would be Rs. 5000/- which will be equally shared among all inventors. In case of Technology- transfer for commercial purpose, the royalty earned from the awarded Patent may be shared between RU and Inventor(s) on pre and mutually agreed terms and conditions.
- Apart from this, if the faculty member received any recognition nationally/internationally in any award/fellowship form shall be provided with the award and incentive as per decision by the Committee approved by Provost.

## 11. POLICY FOR SEED MONEY

The objective of the seed money policy is to encourage and strengthen the faculty's research capacities to help them create proposals for grants from the government or private sector and to inspire academic members and improve their involvement in research.

- The initiation of Seed Money is to provide minor research grants in different areas.
- Total Seed Money of Rs. 5 Lakh is proposed for the Academic Faculty of Rai University, Ahmedabad.
- The Faculty and Student Team are encouraged to submit proposals which will be scrutinized and if selected, Seed money will be disbursed.
- The Utilization Certificate and Prototype or End Product should be submitted at the end of the project.
- The process flowchart for providing Seed Money is provided in Annexure-2.

## 12. INCUBATION CENTRE

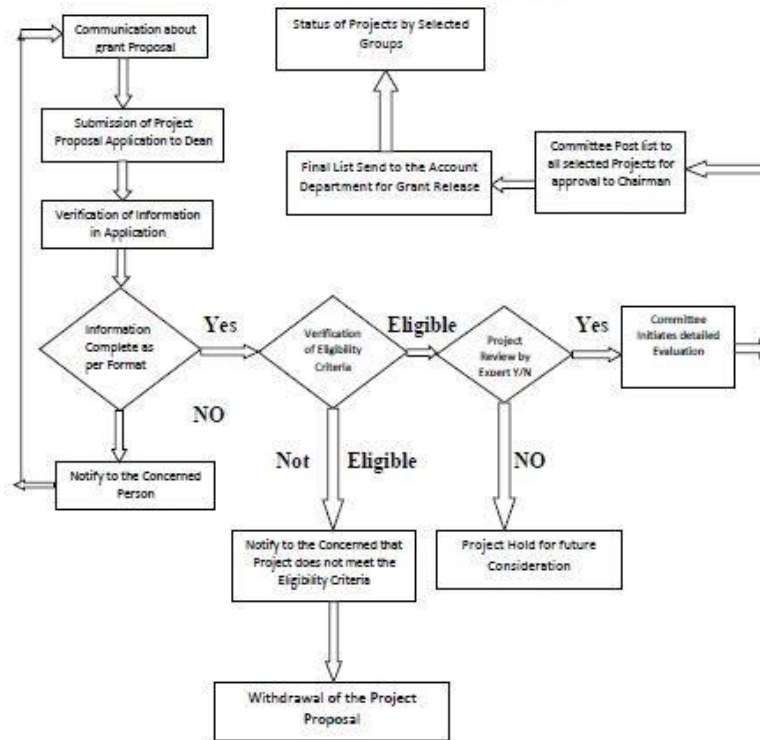
- The Incubation Centre is provided with an objective to have exchange of Ideas, Innovation and Research among the Academicians and Scholars.
- Incubation Centre would serve as a place for networking and ideation.

  
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Annexure -2

**FLOW PROCESS CHART**  
**Seed Money – Research Proposal**



  
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