



Amrita Sai Institute of Science & Technology (AN AUTONOMOUS INSTITUTION)

(Approved by AICTE, New Delhi & Permanently Affiliated to JNTUK Kakinada)
AN ISO 9001: 2015 Certified Institution, Accredited by NAAAC, Recognized by
UGC Under 2(f) and 12(B) under UGC act 1956

Paritala, Kanchikacherla (M), NTR Dist., A.P., India-521180
www.amritasai.org.in Tel:08678-277777 Toll Free No: 1800 1212 369



RESEARCH & DEVELOPMENT POLICY

The Research & Development Policy of this institution establishes the framework, priorities, and governance structure for promoting a vibrant research culture among faculty, scholars, and students. As an autonomous institution, the college is committed to advancing knowledge, fostering innovation, and contributing to national development through structured and sustained research activity.

VISION: To become a recognized centre of excellence in applied research, innovation, and knowledge creation that serves industry, society, and the nation.

OBJECTIVES

- Promote and sustain a research culture among faculty and students
- Facilitate externally funded research from government and industry
- Encourage publication in high-impact peer-reviewed journals and conferences
- Protect intellectual property through patents and technology transfer
- Build state-of-the-art research infrastructure and centres of excellence
- Foster industry-academia and international research collaborations
- Nurture PhD scholars and postgraduate researchers
- Translate research outcomes into societal and commercial applications

R & D Committee

Role	Position
Chairperson	Principal
Members	HODs of all departments
Member	Administrative Officer
External Member	Industry / Research institution representative
Member Secretary	R&D Head

Responsibilities of R&D Committee

- Frame, review, and update the R&D Policy periodically
- Approve internal seed funding proposals
- Monitor progress of ongoing funded projects
- Evaluate research output metrics annually
- Recommend faculty for research incentives and awards
- Oversee Centre of Excellence operations



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R&D Head

- Appointed by the Principal from among senior faculty with a strong research record
- Tenure of 2–3 years, renewable based on performance
- Responsible for day-to-day management of all R&D activities
- Reports directly to the Principal

RESEARCH AREAS & DOMAINS

The institution shall prioritize research in the following broad areas, reviewed every three years:

Computer Science and Engineering: Software Engineering, Networks Security Artificial Intelligence, Data Science, Machine Learning, Cyber Security.

Engineering & Technology: Internet of Things · Embedded Systems · VLSI Design Structural Engineering · Renewable Energy · Robotics & Automation · Advanced Manufacturing

Applied Sciences Computational Mathematics · Materials Science · Environmental Science · Nano-technology

Management & Interdisciplinary Technology Management · Data Analytics · Healthcare Management · Sustainability & Social Impact

1. FACULTY RESEARCH POLICY

Minimum Research Performance Requirements (Annual Targets)

- **Assistant Professor:** Shall achieve a minimum of one publication in a Scopus-indexed journal/conference and one patent filing/publication/grant per academic year as part of research performance expectations.
- **Associate Professor:** Shall achieve a minimum of one publication in a Scopus-indexed journal and one publication in an SCI-indexed journal, along with one patent filing/publication/grant per academic year, demonstrating sustained research contribution.
- **Professor:** Shall achieve a minimum of two publications in Scopus-indexed journals, including at least one SCI-indexed publication, and one patent filing/publication/grant per academic year, reflecting leadership in high-impact research.
- Faculty with PhD are expected to guide at least one PG dissertation per academic year
- Every faculty member at the level of Professor and Associate Professor are expected to apply for at least one externally funded project in every two-year cycle



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Research Workload Adjustment

- Faculty actively engaged in major funded projects (grants above ₹10 Lakhs) shall be entitled to a reduction of up to 4 teaching hours per week subject to Principal's approval
- This adjustment shall not exceed one semester per project and must be approved by the R&D Committee

Faculty Members Pursuing Ph.D. (Internal Candidates)

- **Encouragement & Registration:** Faculty members without a Ph.D. are strongly encouraged to register for doctoral programmes at recognized universities.
- **Study Leave for Coursework:** The institution shall provide structured study leave as per institutional service rules to fulfill mandatory doctoral coursework requirements.
- **Fee Financial Support:** A fee reimbursement of up to 50% shall be provided for full-time faculty pursuing a Ph.D. from recognized universities. This benefit is subject to the faculty signing a minimum service bond of 3 years with the institution post-completion of their degree.
- **Workload Optimization:** Faculty members in the final stages of their Ph.D. thesis submission may request a temporary reduction in administrative duties, subject to recommendation by the R&D Committee and approval by the Principal.
- **Progress Monitoring:** Internal faculty registered for a Ph.D. must submit a copy of their bi-annual doctoral progress report (approved by their university supervisor) to the institutional R&D Cell to maintain eligibility for ongoing financial benefits/leave.

General Ph.D. Scholars & Research Supervision

- **Nurturing Researchers:** The institution is dedicated to nurturing and supporting both registered Ph.D. scholars and postgraduate researchers to build a robust research ecosystem.
- **PG Dissertation Guidance:** Every faculty member holding a Ph.D. qualification is expected to guide at least one Postgraduate (PG) dissertation per academic year.
- **Joint & International Supervision:** The institution actively promotes the joint supervision of Ph.D. scholars, including international co-authorship and collaborative co-supervision through established foreign university MoUs.
- **Infrastructure Access (Proposed Addition):** All registered Ph.D. candidates shall have full access to state-of-the-art research infrastructure, institutional laboratories, library e-resources, and Centers of Excellence managed under the R&D Committee.
- **Publication & Plagiarism Compliance:** Prior to thesis or synopsis submission, registered candidates must comply with the institutional publication guidelines. Any research paper published from the thesis work must list the institution as the affiliated organization. All draft manuscripts/chapters must be screened for plagiarism and must maintain a similarity index below 10% (excluding references)

Research Leave

- Sabbatical leave of up to one semester may be granted to senior faculty (10+ years of service) for full-time research, post-doctoral work, or international collaboration



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- Such leave shall be unpaid or on reduced pay as per institutional rules, with prior approval from the Governing Board

2. FACULTY QUALIFICATION & PROMOTION POLICY

- Assistant Professors who have successfully completed their Ph.D. shall be considered for promotion in accordance with their total teaching/research experience and institutional norms.
- Assistant Professors with a minimum of 10 years of relevant teaching/research experience may be considered for promotion to the position of Associate Professor, subject to fulfillment of academic performance indicators and regulatory requirements.
- For promotion to the position of Professor, a candidate must possess a Ph.D. and have a minimum of 5 years of experience as an Associate Professor, along with demonstrated research contributions and academic leadership.

3. PUBLICATION POLICY

Authorship Guidelines

- All publications using institutional resources, facilities, or data must acknowledge the institution
- The institution must be listed as the affiliated organization in all publications
- Gift authorship, duplicate publication, and plagiarism are strictly prohibited and shall result in disciplinary action
- All manuscripts must be screened for plagiarism (similarity index below 10% excluding references) before submission

Incentives for Publications

Publication Type	Incentive
SCI / SCIE indexed journal (Q1)	₹20,000 per paper
SCI / SCIE indexed journal (Q2, Q3)	₹15,000 per paper
Scopus indexed journal	₹8,000 per paper
Book chapter (reputed publisher)	₹3,000 per chapter
Authored / edited book (reputed publisher)	₹10,000 per book

Open Access The institution encourages open-access publication to maximize research visibility. Article Processing Charges (APC) for open-access journals may be reimbursed up to ₹30,000 per article subject to R&D Committee approval.



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4. INTELLECTUAL PROPERTY RIGHTS (IPR) POLICY

Ownership

- All intellectual property created using institutional resources, facilities, funding, or time shall be jointly owned by the institution and the inventor(s)
- IP created entirely outside institutional resources and time shall belong solely to the inventor, subject to disclosure

Patent Filing

- The institution shall bear the cost of patent filing (Indian and PCT) for inventions arising from institutional research
- A dedicated IPR Cell under the R&D Head shall coordinate patent searches, filing, prosecution, and maintenance
- Faculty must disclose any potentially patentable invention to the IPR Cell within 30 days of conception
- **Intellectual Property Rights (IPR):** Any patentable invention or software tool conceived by a Ph.D. candidate using institutional resources or funding must be disclosed to the IPR Cell within 30 days and will be jointly owned by the institution and the inventor(s).

Incentives for Patent Publications

Patent Type	Incentives after Publish	Incentives after Grant
Product Patent	₹10,000	₹20,000
Utility Patent	₹10,000	₹20,000
Design Patent	₹5,000	₹10,000
Process Patent	₹5,000	₹10,000

Revenue Sharing from IP Commercialization

Stakeholder	Share of net licensing revenue
Inventor(s)	40%
Department	20%
Central R&D Fund	20%
Institution general fund	20%



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Technology Transfer The institution may enter into technology transfer agreements with industry partners through the R&D Head and Administrative Officer, with approval from the Principal and Governing Body.

5. SPONSORED PROJECT INCENTIVE POLICY

- **Sponsored Projects (Individual Faculty Name):** A cumulative incentive share of 2% of the sanctioned project amount shall be provided jointly to the Principal Investigator (PI) and Co-Principal Investigator (Co-PI) If permissible.
- **Sponsored Projects (Institution Name):** For projects sanctioned in the name of the institution, no incentive share shall be applicable to the PI or Co-PI.

6. CONSULTANCY POLICY

Permissible Consultancy Faculty may undertake paid professional consultancy with prior written approval from the Principal, provided it does not interfere with academic duties.

Revenue Sharing

Stakeholder	Share
Consulting faculty	50%
Department development fund	25%
Institution overhead	25%

Time Limit Consultancy shall not exceed 1 day per week during the academic semester. During vacation periods, full-time consultancy may be permitted with prior approval.

7. INTERNATIONAL RESEARCH COLLABORATION

- Faculty are encouraged to establish research collaborations with foreign universities and institutions
- MoUs for research collaboration must be routed through R&D Committee and approved by the Principal and Governing Body
- International co-authorship, joint supervision of PhD scholars, and faculty exchange for research are actively promoted
- Short-term international research visits (up to 3 months) may be supported with institutional travel grants subject to availability of funds.