

SGT UNIVERSITY

Office of the Dean Research & Development

Ref. No.: SGTU/ORD/2024/98

Date: 12.12.2024

To

The Vice-Chancellor
SGT University

Subject: **Approval for Minutes of Research Advisory Committee Meeting.**

Respected Sir,

This is to inform you that the Research & Development Cell, SGT University, conducted the Research Advisory Committee meeting on 02.12.2024.

The minutes for the same have been attached for your kind approval.

Respects,

Kunal 12/12/2024
Prof. (Dr.) Shalini Kapoor

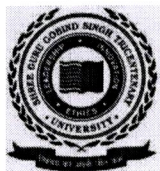
Associate Dean
Research & Development

DEAN

Research & Development
SGT University, Gurugram

Approved

12/12/2024



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Minutes of the Research Advisory Committee (RAC) Meeting

The RAC meeting was held on **02.12.2024** in **Room No. A-205, 2nd Floor, A-Block, SGT University** from **10:00 AM onwards**.

The meeting was chaired by Prof. (Dr.) Atul Kumar Nasa, Pro Vice-Chancellor, SGT University. The list of all the members and attendees is placed in **Annexure I**.

The meeting started with a welcome address by Prof. Amit Bhardwaj (Member Secretary), who welcomed all the members and gave the background of the meeting for information.

The following recommendations were made:

Recommendations:

Agenda 1: Approval of previous RAC committee meeting.

The members reviewed the minutes of the previous RAC meeting held on 27.04.2023. The minutes were approved unanimously.

Agenda 2: Approval of different Research Committees as per the UGC guidelines.

The members approved the formation of different research committees as per the UGC guidelines. The committee suggested that the University's human ethical, animal ethical, and bioethics committee should be placed under the IPR, Legal and Ethical Committee section.

The approved committees are:

1. Finance and Infrastructure Committee
2. Research Program Policy Development Committee
3. Collaboration & Community Committee
4. Product Development, Monitoring, and Commercialization Committee
5. IPR, Legal & Ethical Committee
 - 5.1 Human Ethical
 - 5.2 Animal Ethical
 - 5.3 Bioethics
6. Research Incentive Committee
7. Intramural Research Committee
8. Ph.D. Committee
9. Technology Transfer Cell
10. UG Research Cell

Agenda 3: Discussion on the existing Research Promotion Policy

3.1 Different Research incentive schemes (Publications, Patents, Copyrights, Awards, FDPs, Extramural Funding)

The existing incentive schemes for publications, patents, copyrights, and other research activities were discussed. The following recommendations were made:

- Regarding publication incentives, it was proposed that the amount and criteria be reviewed and revised by the Research Incentive Committee to ensure alignment with current research trends and incentivize high-quality work. It was also suggested that the incentives should be based on the author's position in the publication (e.g., first author, corresponding author, etc.), recognizing the contribution level to the research to promote high-quality research.
- The committee strongly suggested that no incentive should be given for published patents as the university bears the entire cost of patent filing and publishing. However, for granted patents, the incentives should be given as follows:
Granted Patents with SGT as an applicant - ₹15,000
Granted Patents with SGT affiliation - ₹5,000
- It was also proposed that extramural grants awarded to faculty should be 5% of the total fund received. The incentive will only be provided once the project is completed (submission of completion report and utilization certificate to funding agency), ensuring accountability and utilization of the grant.
- The committee suggested that 50% of the faculty from one department may be given financial assistance to attend National conferences at one time. The Head of the Department should make sure that the departmental work does not suffer.

3.2. Intramural Fundings (Seed Money, Synergy, etc.)

The current seed money allocation was reviewed. Director IQAC has raised the point that as per the mandate of the NAAC guidelines, the seed money should be ₹1 lakh per year. The committee agreed and suggested that the financial assistance amount be reviewed and adjusted to provide more comprehensive support to the applicants. It was also suggested that the seed money should be given to focused research thrust areas every year.

3.3. Financial Assistance for Ph.D. students for National/International Conferences, FDPs, etc.

The committee approved the revised university research fellowship, URF (30,000/- per month for the medical stream and 25000/- per month for the non-medical stream) for Ph.D. students. The committee approved the contingency grant for regular Ph.D. students to ₹60,000/-. The guidelines for the same will be framed by the Ph.D. cell.

Agenda 4: Discussion on the existing consultancy policy.

The existing consultancy policy was reviewed. There was an emphasis on increasing faculty involvement in consultancy projects and ensuring equitable revenue-sharing models. The share of the University should be 10%, and consultant faculty share should be 90%. The committee

decided to update the policy to make it more accessible for faculty members to initiate consultancy projects, with clearer terms for revenue distribution.

Agenda 5: Access to advanced research equipment and software.

The committee discussed the need to enhance faculty and students' access to state-of-the-art research equipment and software. The committee appreciated establishing the central research facility at the university and emphasized the recruitment of trained manpower for the central lab as soon as possible. The committee agreed to explore partnerships with industry and academic institutions to provide better access to advanced tools and software. The necessary research software will be purchased through the University Central Library, and the utilization should be reviewed every year.

Agenda 6: Discussion on the improvement of UG/PG research.

The quality and depth of UG/PG research were discussed. The committee recommended improving the research culture at the undergraduate and postgraduate levels by promoting faculty mentorship and providing better research resources. More research-driven activities were suggested to be integrated into the UG/PG curriculum. UG/PG Research Cell should be established at the university.

Agenda 7: Discussion on the quality and standard of PhD research.

The quality and standards of Ph.D. research were discussed. Members suggested improving the evaluation process for Ph.D. proposals and theses. Additional points raised included:

- Increasing the involvement of the Ph.D. cell in monitoring and support activities.
- The Ph.D. cell will play a more active role in supporting research activities and will prepare a pool of external experts to strengthen the thesis evaluation process
- Mandating Ph.D. students publish at least two research papers and meet the UGC's minimum eligibility criteria for thesis submission.

Agenda 8: Generation of corpus fund for research through revenue generated by the Ph.D. program.

The committee deliberated on generating a corpus fund through the revenue from the Ph.D. program to support long-term research projects and infrastructure and appreciated the agenda of the RAC meeting held on 18.06.2024 (Agenda no. 11.2) regarding the retention of PhD tuition fee as a corpus fund. The proposal was approved, and a separate fund will be established to support faculty and students in innovative research.

Agenda 9: Any other agenda with the permission of the chair.

The Chairperson invited members to raise any additional points.

9.1. A proposal to introduce an incentive policy for books and book chapters, categorized based on the publisher's structure (International, National, or Local).

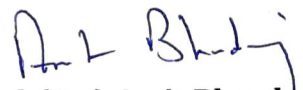
The amendments in the incentive policy for books and book chapters for the different categories (based on the International, National, or Local publisher) were considered. The RAC suggested

that the Research Incentive Committee formulate detailed guidelines and review the incentive amounts for books and book Chapters.

9.2. The need to improve the acquisition of extramural grants was discussed, and the following suggestions were made:

- Conduct grant-writing workshops for faculty and research staff to enhance their ability to prepare competitive proposals.
- Establish a dedicated support cell to provide technical assistance for proposal preparation and submission.
- Encourage interdisciplinary collaborations to leverage diverse expertise and strengthen grant applications.
- Identify and regularly disseminate information on relevant funding opportunities to faculty members.

The meeting ended with a vote of thanks to the chair, experts, and all other members.


Prof. (Dr.) Amit Bhardwaj
Member Secretary
RAC


Prof. (Dr.) Shalini Kapoor
Associate Dean
Research & Development
DEAN
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