



# SGT UNIVERSITY

## Office of the Director of Research & Development

Ref. No: SGTU/ORD/2024/75

Date: 31.07.2024

To

The Vice-Chancellor  
SGT University

Subject: **Approval for Minutes of Meeting of Research Program Policy Development Committee.**

Respected Sir,

This is to inform you that the Research & Development Council, SGT University, conducted the Research Program Policy Development Committee meeting on 18.06.2024.

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

Regards,

*Shalini Kapoor*  
31/7/24  
**Dr. Shalini Kapoor**  
Associate Dean  
Research & Development

*To be placed  
before the Hon'ble VC  
for kind approval*

*Shalini Kapoor*  
31/7/24

**DEAN**  
Research & Development  
SGT University, Gurugram

*Approved*  
02/8/2024



# **SGT UNIVERSITY**

## **Office of the Director of Research & Development**

### **Minutes of the Research Program Policy Development Committee Meeting**

The Research Program Policy Development Committee meeting was held on 18.06.2024 in Room No. A-205, A-Block, SGT University from 02:00 PM onwards.

The meeting was chaired by Prof. (Dr.) Shalini Kapoor, Associate Dean, R&D, 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.

#### **Recommendations:**

#### **1. Confirmation of the previous minutes of the meeting - RMC meeting held on 31.10.2023**

The minutes of the last RMC Meeting were confirmed as such. However, the financial agendas no. 7, 8, 21 - (c & e) were revisited as suggested by the Registrar's office. The suggestions of the committee have been placed in **(Annexure II)**.

#### **2. Consideration of NAAS (Rating above 5), ABDC Journals, and SGT University In-house Journals for incentives**

The committee decided to consider the following categories of journals for research incentives:

- For NAAS (Rating above 5) - ₹ 10,000/-
- For ABDC Journals:
  - a. Category A\* - ₹ 12000/-
  - b. Category A - ₹ 10000/-
  - c. Category B - ₹ 3000/-
  - d. Category C - ₹ 2000/-
- SGT University In-house journals - ₹ 2000/-

#### **3. Revision of Consultancy Policy of SGTU**

The committee discussed and decided to revise the existing consultancy policy. The members suggested that 90% of the consultancy fee should be allocated to the principal consultant and 10% to the university.

#### **4. Revision of Research Promotion Policy as per the amendments done till date**

The meeting convened to discuss and revise the research promotion policy as per amendments made till current date. The amendments have been placed in **(Annexure III)**.

#### **In 23.06.2022 RMC Meeting**

- a. Seed money for Intramural Research Grant up to ₹ 50,000/-
- b. Provisions for providing the grants for organizing the National and International Conferences at SGTU.
- c. Proposals to enhance the incentive money based on journal quartiles (Q1/Q2, Q3, Q4).

## **In 06.06.2023 RMC Meeting**

- a. Inclusion of financial assistance in the Ph.D. ordinance for pursuing Ph.D.

### **5. Revision of Financial Assistance (Seed money to Research guide) for pursuing Ph.D.**

The committee suggested revising the Contingency fund. A total amount of ₹ 60,000/- will be given to URF after successfully completing pre-Ph.D. course work on case-to-case basis based on the recommendation of DRC. The guidelines for utilizing the Contingency Fund have been placed in **(Annexure IV)**. The scholar has to submit an undertaking to properly utilize the fund.

Further, an incentive of ₹ 5000/- will be given to PhD supervisor on timely completion (max. within 3.5 years) and submission of PhD thesis of their scholar after the declaration of PhD result.

### **6. Revision of guidelines for Intramural Research Grants**

The revised guidelines for the Intramural Research grant have been approved. **(Annexure V)**.

### **7. Appointment of new Research Advisory Board (RAB) members: (Annexure VI)**

The committee approved the following names as Research Advisory Board members.

- a. Prof. Rakesh Kumar Sharma
- b. Prof. K.V. Jayakumar
- c. Dr. Daman Saluja
- d. Dr. Mewa Singh
- e. Dr. Raj Kumar Sharma

### **8. Discussion & Implementation of SGT-ARIC in the SGTU**

The committee appreciated the establishment of SGT-ARIC in the university and advised that along with Research-oriented faculty from SGT University, fresh applications should also be invited from researchers outside the university. The committee has approved the proposal of SGT-ARIC. The details have been placed in **(Annexure VII)**. As per the notification Ref. No. SGTU/Acad./53/2024/1551; dated: 03.05.2024 by the office of the Registrar, due to the non-availability of a few members, the revised list of SGT-RISE Team members has been attached.

### **9. The agendas received from Faculty of Commerce & Management (FCAM) and Faculty of Mass Media & Technology (FMMT)**

- **Need Access to Online Research Database:** Mr. Mukesh, Head Librarian, was suggested to conduct sessions for all the faculty members regarding research databases available in the university.
- **Need Software like (SPSS and NVIVO) for research analysis:** The purchase of the software is already in the process for the Centre for Biostatistics to be established at SGT University.
- **Writing case studies for The Case Centre UK:** Incentives – The committee suggested that the case study published in The Case Centre UK should be incentivized as it is a prestigious platform for publication. The committee approved the incentives of ₹ 2000/- for the case study published in The Case Centre UK.
- **Information on Journals on Social Science Domains and Communications:** The information regarding the same will be disseminated through the R&D office to the concerned.



**10. The agendas received from the Faculty of Dental Sciences (FDSC)**

Regarding payment of the initial amount (10-20% of the total budget) to PI for research if the proposal gets approval from granting agencies like SERB, DST, ICMR, etc.

The university supports research projects that get approval from granting agencies like SERB, DST, ICMR, etc., as per their mandate.

**11. Any other agenda with the permission of the chair**

The committee has approved the following agendas:

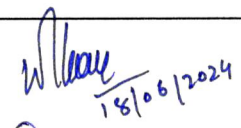
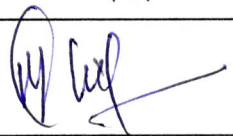
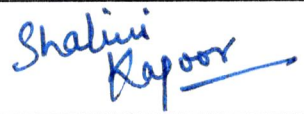
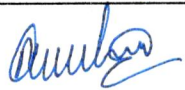
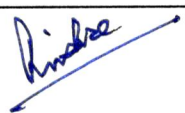
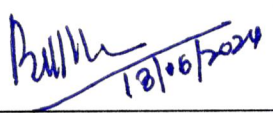

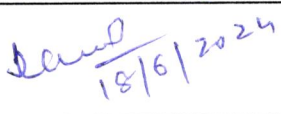
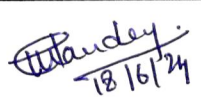
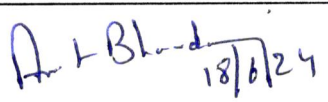
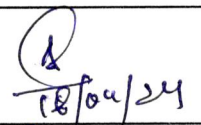
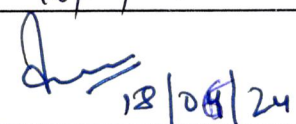
- 1. Establishment of International Advisory Board:** All faculty deans should constitute an active international research advisory board for research collaboration, joint projects, publications, and other exchange programs.
- 2. Retention of PhD tuition fee as corpus fund:** PhD tuition fee can be retained as a corpus fund and will be utilized for University research and development.
- 3.** For URF, the stipend will start from the beginning of the pre-PhD coursework. The scholar's attendance will be marked using biometrics.
- 4. Enhancement in URF Stipend:** URF stipend may be increased from ₹ 25,000/- to ₹ 30,000/- for Medical streams and ₹ 20000/- to ₹ 25000/- for Non-medical streams, respectively.

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

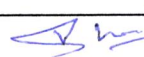
*Shalini Kapoor*

**Dr. Shalini Kapoor**  
Associate Dean  
Research & Development  
**DEAN**  
Research & Development  
SGT University, Gurugram

**OFFICE OF THE DEAN RESEARCH & DEVELOPMENT**  
**Meeting of Research Program Policy Development Committee**  
**Date: 18.06.2024 | Time: 02:00 PM | Venue : A-205, A - Block, SGT University**

S. No.	Name	Designation	Committee Designation	Signature
1	Dr. Atul Kumar Nasa	Off. Vice-Chancellor	Special Invitee	
2	Dr. Waheeda Khan	Sr. Advisor & Professor	Special Invitee	
3	Mr. Mukesh Bharti	Library Head	Special Invitee	
4	Dr. Shalini Kapoor	Associate Dean, R&D	Chairperson	
5	Dr. Nishith Mishra	Director, IQAC	Member	
6	Dr. Padmakar Mishra	Registrar Office Nominee	Member	
7	Dr. Rajesh Kumar Sinha	Dean, Academics	Member	
8	Dr. Dheeraj Bahl	Dean, FMHS	Member	
9	Dr. Vijay Bhalla	Principal, SGTCOP	Member	
10	Dr. M. Ejaz Hussain	Dean, FAHS	Member	
11	Dr. R.C. Sharma	Dean, FABS	Member	
12	Dr. Amra Ahsan	Dean, FBSC	Member	
13	Dr. Chandra Mouli Pandey	Deputy Dean (R&D)	Member	
14	Prof. Amit Bhardwaj	Head, Ph.D. Cell	Member Secretary	
15	Dr. Afzal Babbbar	Dy. Dean (R&D)	—	
16	Dr. Akeniti Sharma	Dy. Dean (R&D) (FMHS)		

17. Dr. VIKAS SHARMA, HOD FBSC

 18.6.24

18. Dr Tanushri Purdint

Prof & Dean  
FCAM

19. Rishi Sharma

ACIC-SATU

Dr Omkar Shetty

Dean FDSC

Tanushri  
Rishi Sharma