

Research & Development Policy-(2024-25)

SHEAT College of Engineering, Varanasi has a well-defined Research and Development policy to promote research activities.

Official Duties (Paid leave):

1. Faculties are provided paid leaves for attending Workshops/Seminars/Conference, etc. with prior approval of the Director.
2. Faculty may attend FDP for one week during non-academic period with prior approval from Director.
3. For attending convocation to receive Ph. D Degree paid leave can be availed with prior approval from Director.
4. Paid leave for delivering expert lecture/Key note Speaker may be permitted which should not be more than 5 days in a year.
5. Paid leave will be approved to visit reputed research labs with prior approval from Director.

Ph.D. Pursuing Faculties:

The faculties who have completed at least one year in the organization and registered for their Ph. D. Program under any Government/ Reputed Universities are only eligible to avail leaves for Ph.D. with prior approval from competent authorities.

- A. For attending the exam of course- work, paid leaves may be availed with prior approval from Director. One day additional paid leave can be availed for far distance.
- B. For attending RDC/DSC/Annual progress report, paid leaves may be availed with prior approval from Director. One day additional paid leave can be availed for far distance.
- C. In case of 6 months of regular course-work, employee may be permitted as LWP with prior approval from Director.
- D. All above benefits application only for initial 3 years of Ph. D. Program from the date of enrolment/ registration.

Financial Support

1. Faculties with at least 1 year service could claim at least one registration amount (₹1100) in a year for attending FDP (NPTEL).
2. Faculties with at least 1 year service could claim at least 50% of registration amount twice in a year for attending conference anywhere across India.
3. Seed Money: On the recommendation of research committee which comprises Head (R&D), Dean, HOD, Experts and Director, college may recommend for seed money up to 2 Lac to faculty members to start their research project.
4. Start-up Project: 25% of the profit amount of start-up venture will be shared with faculty (PI) members as incentive. For project work. Paid leave may be availed with prior approval of Director.
5. Reimbursement for technical membership in any National/International Professional Society shall be 50% of membership fees up to a maximum of ₹1500/- provided the faculty member, has completed at least one years of service.
6. Any consultancy work carried out by faculty member with consultancy fees, 50% fee share will be credited to his /her account after deducting all the expenses.

7. Rewards for publishing papers: As a part of the continual quality improvement policy of the college, it has been decided to give reward to the staff members publishing papers in conferences and journals as per the following guidelines.

Rate of reward

- National conference – ₹ 1000/-
 - Internationals conference – ₹ 2000/-
 - National Journal – ₹ 2000/-
 - International Journal – ₹ 3000/-
 - International Journal with an impact factor more than 3 – ₹ 5000/-
- i. To claim the above reward, a hard copy of the paper published in the proceedings/journal clearly indicating the affiliation of the author as a staff member of SHEAT has to be submitted along with the application.
 - ii. Faculty members who are pursuing PhD on part time external basis may claim only 50% of the declared reward when they mention the author affiliation as research scholar.
 - iii. Prior permission shall be obtained from competent authority for sending papers.
 - iv. In the case of conferences, oral presentation is needed and poster presentation will be having only 50% weightage and hence the incentives for poster presentation in national and international conferences will be ₹ 500/- and ₹1000/- respectively.
 - v. In case of more than one author for the paper, the first author will get the full credit and the subsequent authors can claim 50% of the reward.
 - vi. In any case the number of authors per paper shall not exceed four to claim this reward.
 - vii. The maximum amount that can be claimed by a staff member in this regard is restricted to ₹25000/- per year.
 - viii. To prepare the manuscripts of text books, author may claim an advance amount of ₹. 10000 for which shall be return to the college within 12 months

8. The policy for filling Patents and Copyright is as follows:

- i. For filling any Patent/Copyright college will support 100% financial part of the total fee applicable for that Patent/Copyright but the applicant should be “SHEAT College of Engineering”. The SHEAT College of Engineering will hold the 20% of the royalty.
- ii. If any outsider is also a part of the Patent/Copyright, financial obligations will be divided accordingly. Example; if one particular patent/Copyright is being filled by 2 outsiders faculty members, and let total financials are ₹1000/- then 50% financials should be borne by outsiders.

Other support

1. Appreciation letter for guiding research Scholars/Ph. D. Students.
2. For Research activities, various well-equipped labs, along with software are provided for desirable ambience.
3. Also will be honoured with the faculty for Writing/ Publishing technical books in the calendar year.
4. Will also honoured for any academic Research / Awards/ Honour to bring glory to SHEAT College of Engineering.

Policy for Honorarium & TA/DA to be paid to the Experts

Outside Expert invited for various activities like Expert Lecture, Lecture in FDPs, Conferences, Seminars, Selection Committee member etc. are to be paid honorarium/remuneration and TA as per following policy.

1. Honorarium ₹2000/- per day for offline/physical programs.
2. Honorarium ₹1500/- per day programs.
3. Lunch to be arranged in case of offline mode.
4. T.A.
 - a. Person coming from Varanasi, T.A. applicable @ ₹10 per km upto ₹ 500/- OR as per actual fare by Public conveyance.
 - b. ₹10 per km. By own vehicle (from outside Varanasi region) upto ₹2000/-
 - c. In any other cases, need to take prior approval of higher authority.