



# DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

## AN AUTONOMOUS INSTITUTE

Approved by AICTE., New Delhi & Permanently Affiliated to JNTU GV

Accredited by NAAC with 'A' Grade and Inclusion u/s 2(f) & 12(B) of UGC Act

An ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018 Certified Institute.

NH-16, Anakapalle - 531002, Visakhapatnam, A.P.

Website: [www.diet.edu.in](http://www.diet.edu.in), 9963993229 E-mail: [principal@diet.edu.in](mailto:principal@diet.edu.in)

### CRITERIA-3

#### 3.1 - Promotion of Research and Facilities

3.1.1 - Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption

3.1.2 Minutes of the relevant bodies of the institution regarding seed money

The adoption of a research promotion policy by **Dadi Institute of Engineering & Technology (DIET)** marks a pivotal step in fostering a culture of innovation, academic excellence, and knowledge generation within the institution. The Minutes of the Governing Council/Syndicate/Board of Management meetings serve as a formal record of this essential decision-making process, highlighting DIET's commitment to advancing research initiatives. These documents encapsulate the deliberations, resolutions, and strategies that drive the development and implementation of policies aimed at supporting faculty, students, and researchers in their scholarly endeavors. By embracing such policies, DIET reaffirms its dedication to achieving excellence in research and contributing meaningfully to societal and technological progress.



  
Dr. R. Vaikunta Rao  
Principal  
Dadi Institute of Engineering & Technology  
Autonomous  
Anakapalle - 531002



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Dt: 03-01-2025

### Minutes of the Governing Council Meeting on Research Promotion Policy

#### Members Present:

S.NO	Name of the Person	Designation	Status
1	Sri Dadi Ratnakar	Chairman	Chairman
2	Dr. R Vaikunta Rao	Principal	Chairperson
3	Dr. ASLK Gopalamma	HOD EEE	Member
4	Dr. P. Poorna Priya	HOD ECE	Member
5	Dr. K. Sujatha	HOD CSE	Member
6	Dr. J Ganesh Prasad Reddy	Professor, IQAC Coordinator	Member
7	Dr. S Ramana Kumar Joga	Associate Professor, Dean R&D	Member
8	Dr Rama Kumar P. B	HOD MBA	Member
9	Dr. P. Pavitra	HOD H&BS	Member
10	Dr. K. S. Eswara Rao	Dean Administration	Member

#### Agenda:

1. Finalization of guidelines for faculty participation in workshops, conferences, paper presentations, and training programs.
2. Approval of policies for faculty engagement as judges, examiners, and in other academic and research activities.
3. Discussion on provisions for leave and financial support for faculty attending external academic and research events.
4. Review and adoption of DIET's Research Promotion Policy.

#### Resolutions:

##### 1. To attend Conferences (Outside the country):

- I. Shall be having more than 5 years' experience at the college.
- II. Shall execute bond / agreement with college for continuation of services.



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- III. Once in three years permitted for an international conference (outside the country)
- IV. Special leave (conference days+4 days journey) including days of journey
- V. will be granted.
- VI. Permitted during "No class work days" only. However, can be permitted during class work days on workload adjustment basis, if presenting a paper.
- VII. All the department faculty members are to be given equal opportunity.
- VIII. Shall submit photo copy of certificate of attendance participation / presentation.
- IX. Shall give a presentation in the department on conference attended within a week time and shall record the proceedings.
- X. Total fund limit for each department Rs. 25,000/- per year.

### 2. To attend workshops 1 day / 2 days

If workshop is organized by NIT/IIT/IISC and Government universities or by recognized societies like ASME/IEEE/CSI etc., leave for 2 days will be sanctioned.

### 3. To attend faculty development programmes / training - one week or more than a week duration.

- I. FDPs sponsored by AICTE / UGC/ ISTE or organized by NIT /IIT / IISC are permitted with special leave TA, DA may be paid by hosting organization. Special leave sanctioned beyond 7 days will be adjusted with summer vacation.
- II. For programmes attended by faculty during vacation, no compensation will be given.

### 4. To attend as Judges / Examiners / Session Chairs / PhD adjudication etc.

- I. Special leave without any allowances for a maximum of 7 days in an academic year and more than that will be adjusted with the summer vacation.
- II. Special leave without any allowances for a maximum of 4 days in an academic year for guest lectures only at NIT / IITIISC and any other University Engineering Colleges.

### 5. To attend interview for getting Research Projects / MODROBS from Funding Agencies:

Special leave sanctioned with TA (I AC charges for Professors, II AC charges for Associate Professors, III AC charges for Asst. Professors), DA and Accommodation (actuals).

### 6. Adoption of Research Promotion Policy: The Council unanimously adopted the Research Promotion Policy to enhance DIET's research culture and provide structured support for faculty and student research initiatives.

### 7. Research Incentives: The Research Council at DIET has introduced a structured incentive program to encourage faculty and researchers to contribute to academic and



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scientific advancements. (Faculty and students alike) (SEED MONEY POLICY)

### Research & Development Cell

#### R&D Incentives Policy

Sl. No	Criteria	Amount	
1	SCI Journal	If Journal is Q1 Rs. 10,000/- (First Author/Corresponding Author/Guide) Co-Author: - Rs.5,000/- If Journal is Q2 Rs. 7,500/- (First Author/ Corresponding Author/Guide) Co-Author: - Rs. 3750/- If Journal is Q3 & Q4 Rs. 6,000/- (First Author/ Corresponding Author/Guide) Co-Author: - Rs.3,000/- (Note: Based on Clarivate Journal Citation Reports, Annexure-I Attached)	
2	Scopus Indexed Journal	Rs. 4000/-	
3	Scopus Indexed Conference	Rs. 3000/-	
4	Scopus Indexed Book Chapter	Rs. 3000/-	
5	Books published	International Publishers with ISBN (One copy of book must be submitted to the Institute)	Reputed Publishers
		Rs.4000/-	Rs. 15000/-
6	DIET Research Supervisor (after degree being conferred to scholar)	Rs. 15000/-	
7	Sponsored Projects (Sciences, Engineering, Humanities & Management)	50% on receiving, 50% after completion and submission of UC	5% of the amount deposited in DIET
8	Sponsored Projects with societal relevance	50% on receiving, 50% after completion and submission of UC	6.5% of the amount deposited in DIET
	Sponsored Events	<1 lakh	Rs. 2000/
		1-5 lakhs	Rs. 5000/-



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9		> 5 lakhs	3%
10	Leave Travel Incentive	>1.00 crore (cumulative also)	Rs. 1.25 lakh/crore grant
11	Instrument based Collaborative Projects	If the instrument is shifted to DIET permanently	1% of the cost of equipment
		If the instrument is shifted to DIET for project period only	0.25% of the cost of the equipment
12	Patents	with DIET Affiliation (Prototype/Product needs to be present in the Institute)	3,000/-
			Utility - Rs. 10000/- (Granted)
			Design - Rs. 10,000/- (Granted)
13	Research Awards	If received from Private Organizations	Rs. 2000/-
		If received from Public Organizations	Rs. 4000/-
14	Consultancy Projects	50% on receiving, 50% after completion and submission of UC	70% to PI & 30% to DIET of the grant left after operating costs
	Research Consultancy		
	Testing Consultancy		
15	Executive Training	50% on receiving, 50% after completion and submission of UC	10% of the amount deposited in DIET
16	Paper citations (Top Two Faculty Members)	For Every citation	Rs. 150/- for each citation beyond 100 citations and Rs. 200/- for each citation beyond 200 citations
17	Professional Body Incentive	For Professional Body membership	Faculty members who are not ACM members will receive a 25% subsidy and while those who are ACM members will receive 50% Subsidy

The HODs are requested to circulate the above guidelines among their teaching staff after getting approval of the management.



*Raikunta*  
Dr. R Vaikunta Rao

Principal

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