



G. L. BAJAJ INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Approved by AICTE & Affiliated to Dr. A.P.J. Abdul Kalam Technical University, Lucknow

Ref: GLBITM/DO/August/2025/OO/034

Date: 31/08/2025

OFFICE ORDER

CONSTITUTION OF RESEARCH & DEVELOPMENT CELL

It is to notify the Constitution of the Research & Development Cell from the year 2025-26 is as follows:

Objectives

1. To create an organizational structure with role-based functions of RDC, formulate Research Policy for the HEIs, identify thrust areas of research, and form related cluster groups/ frontline teams/consortia of researchers.
2. To create enabling provisions in Research Policies for recruitment of research personnel, procurement of equipment, and financial management with adequate autonomy to the Principal Investigator(s) and disseminate research outcomes to stakeholders and the public at large.
3. To establish a special purpose vehicle to promote researchers and innovators, identify potential collaborators from industry, research organizations, academic institutions & other stakeholders for cooperation and synergistic partnerships.
4. To act as a liaison between researchers & relevant research funding agencies, extend guidance in preparation & submission of project proposals and post-sanctioning of the grants to oversee adherence to timelines.
5. To have better coordination among other cells/centers dealing with University-Industry Inter Linkage, Incubation, Innovation and Entrepreneurship Development and Intellectual Property Rights (IPR).
6. To develop an Institutional Research Information System for sharing the status of ongoing/ completed research projects/Programmes, expertise & resources, etc., making effective use of Information & Communication Technology (ICT) for preparing the database of in-house experts to provide industrial consultancy and services.
7. To engage & utilize the services of superannuated active faculty/scientists in research capacity building of talented young minds and promote mobility of researchers across institutions and R&D Labs.
8. To serve as nodal center for ideation and conceptualization of research topics/themes by organizing workshops and training programs and ensuring the integrity and ethical practices in research activities including clearance of bioethical committee wherever required.
9. Research Thrust and Clustered Areas: Thrust areas for Research in an HEI should be identified, underpinning the societal needs and the availability of key resources, including in-house human resources, faculty research competencies, and support systems. This would enable HEI to consider establishing a Center of Excellence (CoE) in these identified contemporary areas of research.
10. Research Incentives and Recognition: Incentives play a significant role in triggering and catalyzing research interest among scholars and faculties. Incentivizing quality publications and patents by students and faculty will have an enduring positive impact.
11. Technology Development and Business Centred Facility: The Technology Development and business-centered facility will be a hub for strategic partnerships/ collaborations, industry-institute interface, sponsored or contract research, new knowledge generation, IPR, and patent services, venture capital, trade/market portfolio, technology transfer, and commercialization of research to facilitate innovation, incubation, entrepreneurship and start-up ventures.



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12. Finance: RDC can facilitate resource mobilization and create a Corpus for research and development from government, industry, and other funding agencies and channelize Corporate Social Responsibility (CSR) funds for sustenance and furtherance of research activities.

13. Integrity and Ethics: Regular initiatives by RDC will ensure that researchers understand the importance of integrity and ethics and comply with ethical codes of research and publishing practices at institutional, national, and global levels.

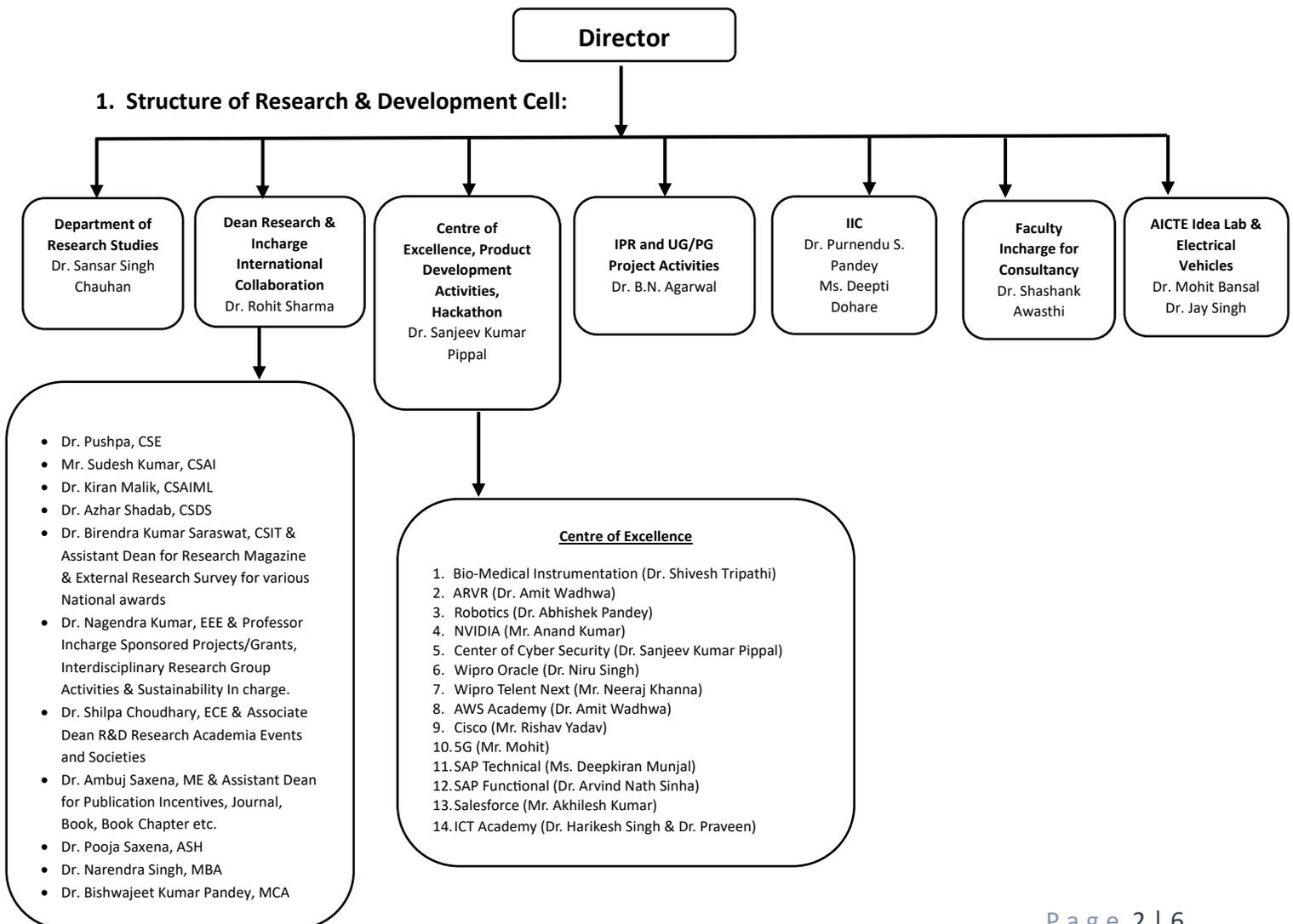
14. Research Monitoring: The current policy environment in India encourages HEIs to be responsible and accountable for research development and innovation activities through the creation of infrastructure, generation of resources, promotion of business, and facilitation of policy framework to nurture the culture of quality research by adhering to ethical practices.

Functions

The RDC would help creating a research ecosystem for reliable, impactful, and sustained research output. The essential elements of such an ecosystem, viz., generation of knowledge and facilitation of research, innovation and technology development for industrial & societal benefits, are addressed by human resource (researcher & faculty), intellectual capital (knowledge & skills), governance (regulation & policies) and financial resources (funding & grants).

Governance

An efficient governance mechanism, which ensures functional autonomy, transparency, accountability, adaptability by strengthening interlinkages to create a conducive research environment.





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| Category | Appointment | Name | Roles & Responsibilities |
|--|--|-----------------------------|---|
| Dean R&D: Dr. Rohit Sharma | | | |
| Institute Research Activities | Dean R&D | Dr. Rohit Sharma | <ul style="list-style-type: none"> • R&D Calendar Preparation • R&D Budget Planning • Policy Review & Execution • Database Management (Research Papers, Patents, Chapters, Citations, Ph.D. data etc.) • Data Analysis and Reporting. • Target: • Students on a monthly basis through DRC Heads, & common briefing of R&D policies during induction & orientation. • To update institute research credentials (Published) every day and develop database for NIRF. • Clean data for Director office weekly. |
| | Associate Dean R&D Research Academia Events and Societies | Dr. Shilpa Choudhary | <ul style="list-style-type: none"> • Conduction of different activities by various societies like IEEE Chapters & CSI Chapters etc. • Selection of the Research faculty. • 4 Research Grant Project Proposal Submission by each research faculty member in different funding agencies like DST, DRDO, ICMR, CST, MieTY etc. • Target: To monitor the Progress of research faculty members fortnightly basis & conduct two research guidance sessions for all faculty and students on a monthly basis, and conduction of progress review presentation by research faculty members on monthly basis. |
| | Head, Department of Research Studies | Dr. Sansar Singh Chauhan | <ul style="list-style-type: none"> • Awareness Ph.D. program, Ph.D. and Post-Doctoral Activities, Fellowships, Joint Ph.D. • Ph.D. Guidance, Post-Doctoral Research and Mentorship. • Ph.D. advertisements for entrance test for Masters & Pharmacy, as well as process setup. • Documentation and reports preparation for Ph.D. Graduate Students and details of their guides. • Institute Ph.D. Faculties data of the and concerned documents. • Target 60% faculties to be Ph.D. |
| | Assistant Dean for Publication Incentives, Journal, Book, Book Chapter etc. | Dr. Ambuj Saxena | <ul style="list-style-type: none"> • Notification of SCOPUS Indexed conferences & Journal Circulation. • Preparation of Minutes of R&D meetings. • Verification of Incentive Files. • Preparation of power point presentation for internal and external visit. • Conduction of sessions for Campus wide license of various software's. • Target: <ol style="list-style-type: none"> a) To monitor the progress of ongoing Publications (Journals, conference, Book Chapter) of all faculty and students on fortnightly basis. |



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| | | | <ul style="list-style-type: none"> b) To monitor minimum as per target publication per faculty every year. c) Department wise journal list. d) ABCD Journal. e) Case Studies. |
| | <p>Professor Incharge Sponsored Projects/Grants, Interdisciplinary Research Group Activities & Sustainability In charge.</p> | <p>Dr. Nagendra Kumar</p> | <ul style="list-style-type: none"> • Multidisciplinary project submission, • Planning and Execution of Sponsored Project Grants, MoU targets per department and Research. • Related Training Management, • Research Groups management, • Promotion of Research • Target: <ul style="list-style-type: none"> a) One Research Grant Project Proposal Submission by Ph.D. faculty members in different funding agencies like DST, DRDO, ICMR, CST, MieTY etc. in an academic session. b) 10 MOUs every year c) Streamlining Centre of Excellence operations. d) SDG awareness among the faculty and students for its inclusion in research paper publications & patents etc. |
| | <p>Assistant Dean for Intellectual Property Rights</p> | <p>Dr. B.N. Agarwal</p> | <ul style="list-style-type: none"> • Training of students on Patent writing, • Planning & Execution of Intellectual Property Rights: Publication, Granting & Commercialization of Patents, • Policy making and ensuring the targets for patents • Target: 500 Patent Publication/Year & 80-100 Grant Patent/Year by all faculty members and students (Outcome of the final year projects) in an academic session. • Research Outcome in the form of Patent/ Publications/ Grants/ Product Development/ Internships/ Industry Tie-Ups/ Grants from industries etc. • Guide students in project selection, development, and proposal creation, • Monitor progress through regular reviews and assessments, • Provide necessary resources and mentorship for successful project completion, |
| | <p>Associate Dean for Research Ethics & Quality Management, Turnitin In charge</p> | <p>Dr. Harikesh Singh</p> | <ul style="list-style-type: none"> • Turnitin Manager, • Research quality assurance, • Preparation of R&D events report, • Preparation of write up for social media with geotagged pics, • Website Updation for R&D section on a daily basis. • Target: <ul style="list-style-type: none"> a) Update of R&D achievements in public/social media domains like Facebook, Insta account, LinkedIn page etc., Write up for reports publication for print and online Media |



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| | Assistant Dean for Research Magazine & External Research Survey for various National awards | Dr. Birendra Kumar Saraswat | <ul style="list-style-type: none"> • Research Magazine preparation, • Organization of conferences by GLBITM: Data Collection, Coordinating R&D events, survey forms. • Sharing of News articles related to research and innovation published by Print/Online Media to faculty and students on a daily basis. • Target: 5 Index Conferences by June, 2026 |
| | AICTE Idea Lab (GLBITM) Cell Faculty Coordinators | Dr. Mohit Bansal Dr. Jay Singh | <ul style="list-style-type: none"> • As per AICTE -Idea Lab guidelines |
| Centers of Excellence, Industry Academic Collaboration | Bio-Medical Instrumentation | Dr. Shivesh Tripathi | <ul style="list-style-type: none"> • CoE using industrial laboratories should attract funding from various agencies and consultancies. • CoE should also provide at least five consultancies in a year to industries based on the developed expertise of team members. • Guide UG projects (5 each) • CoE should submit at least five funded projects in the focus areas in a year from government / non-government agencies with collaboration from industry. • Develop training modules, provide training and certification. The capacity building should be carried out by training eligible faculty and fast learning students in a continuous and sustained manner. • To prepare model & training. |
| | ARVR | Dr. Amit Wadhwa | |
| | Robotics | Dr. Abhishek Pandey | |
| | NVIDIA | Mr. Anand Kumar | |
| | Center of Cyber Security | Dr. Sanjeev Kumar Pippal | |
| | Wipro (Oracle) | Dr. Niru Singh | |
| | Wipro (Telent Next) | Mr. Neeraj Khanna | |
| | AWS Academy | Dr. Amit Wadhwa | |
| | Cisco | Mr. Rishav Yadav | |
| | 5G | Mr. Mohit | |
| | SAP (Technical) | Ms. Deepkiran Munjal | |
| | SAP (Functional) | Dr. Arvind Nath Sinha | |
| ICT Academy | Dr. Harikesh Singh & Dr. Praveen | | |
| Salesforce | Mr. Akhilesh Kumar | | |



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| Product Development Activities & Hackathon In charge | Hackathon & Seed money | Dr. Sanjeev Kumar Pippal | <ul style="list-style-type: none"> • Maintain documentation and reports of Participants, Winners and various Competitors. • Participation of students in National/ International Level Events like Hackathons etc. • All industry based Hackathon PB Mentoring Search Mentors from Alumni. • To conduct awareness sessions about the different international and national Hackathons among the students. • To organize Hackathons and innovation events to encourage creativity, and support student participation in national and international competitions. • To maintain the database (Certificates, Geotag photographs, Videos of the developed products) of Winner Teams on daily basis. • To increase the utilization of innovation Center by all students (1st Year to Final years) in different schools 24x7. • Pre incubation support, Space Management Rules • Model guidelines • Student startup promotion • Targets: At least 100 students/ Month should participate in various Hackathon at National and International Events. |
| | IIC activities | Dr. Purnendu S. Pandey Ms. Deepti Dohare | <ul style="list-style-type: none"> • As per AICTE- IIC requirements |
| Consultancy Activities | Dr. Shashank Awasthi (Prof. Incharge) | Dr. Mahaveer Singh Naruka Dr. Kanhaiya Singh (Prof. Emeritus) Dr. P. C. Vashist Dr. Tarun Gupta | <ul style="list-style-type: none"> • Faculty In charge for consultancy. • To connect the industry with CoEs to help them in providing at least five consultancies in a year. • To collaborate with five industries on a monthly basis by conducting visits of different domains industries from Engineering, Computer Applications & Management. • To provide the consultancy data for NIRF, NBA & NAAC. • Targets: <ul style="list-style-type: none"> a) The goal should be to secure consultancy agreements with a minimum value of Rs. 50 Lacs per year. |

3. Dean – R & D, Dean should convene minimum one meeting per week as all above. However, Dean R & D, is at liberty to conduct as many meetings as deemed appropriate with members to further strengthen the research activities in G. L. Bajaj Institute of Technology and Management. The minutes of these meetings shall be forwarded to the Office of Director for information and meetings shall be held with the Director every fortnight.
4. The Research and Innovation Cell including Institute Research Activities, Centre of Excellence, Project, Innovation, Hackathon & Consultancy will be responsible to the Director for their duties in designated roles.
5. The above Order comes into force with immediate effect.
6. **Targets to be divided at institutional level & then shall be divided into department levels, and monthly review of targets with Deans by Director.**

Prof. (Dr.) Preeti Bajaj
Director

Distribution: Dean- Research & Development, Dean (Centers of Excellence, Academies & Industry Institute Collaboration), Project In-charge & Innovation In-charge/ All concerned Members - Institute Research Activities, Centre of Excellence, Project, Innovation, Hackathon & Consultancy/ GLBians.