

**PROCEEDINGS OF THE REGISTRAR**

F.No.VFSTR/Reg/A8/30/2024-25/6

Date: 23.03.2025

Sub: VFSTR - Re-constitution of Research Monitoring Committee - Orders - issued.

Ref: 1. Letter date 20.03.2025 of the Dean, Research & Development.
2. Approval Note Orders of the Vice-Chancellor

RE-CONSTITUTION OF RESEARCH MONITORING COMMITTEE**ORDER**

Research Monitoring Committee of the University has been re-constituted as per the composition given below: -

S No	Name of the Staff	Designation
1	Dean, R&D	Chairman
2	Dean, AAA & FA	Member
3	Dean, IP&M	Member
4	Dean, IQAC	Member
5	Dean, SA	Member
6	Dean, PC	Member
7	Dean, T D	Member
8	Dean, T&P	Member
9	Dean, SOCE	Member
10	Dean, SEECE	Member
11	Dean, SoCI	Member
12	Dean, SAS&H	Member
13	Dean, SAFT	Member
14	Dean, SBPS	Member
15	Dean, SLM	Member
16	HoD, Chemical Engg.	Member
17	HoD, Mechanical Engg.	Member
18	HoD, CSE	Member
19	HoD, ACSE	Member
20	HoD, IT	Member
21	HoD, CA	Member
22	HoD, ECE	Member
23	HoD, Biomedical	Member
24	HoD, EEE	Member
25	HoD, Biotechnology	Member
26	HoD, Pharmaceutical Sciences	Member
27	HoD, AHS	Member
28	HoD, Textile Technology	Member
29	HoD, English	Member
30	HoD, Mathematics & Statistics	Member
31	HoD, Physics	Member

**VIGNAN'S**

FOUNDATION FOR SCIENCE, TECHNOLOGY & RESEARCH

(Deemed to be University) - Estd. u/s 3 of UGC Act 1956

PROCEEDINGS OF THE REGISTRAR

S No	Name of the Staff	Designation
32	HoD, Chemistry	Member
33	HoD, Civil Engg.	Member
34	HoD, MBA	Member
35	Director, Law	Member
36	HoD, SS&H	Member
Nominees of Vice Chancellor:-		
1	Dr. A. Ranga Rao, Associate Professor, Dept. of BT	Member
2	Dr. Anandrup Goswami, Associate Professor, Dept. of Chemistry	Member

The committee will meet once in a semester to monitor and review the progress of various ongoing research activities and R&D projects of the university and ensure implementation of the policies and decisions taken at the University Research Board.

REGISTRAR**VIGNAN'S FOUNDATION
FOR SCIENCE, TECHNOLOGY AND RESEARCH
(Deemed to be University)
VADLAMUDI-522 213
GUNTUR (DISTRICT), A.P. INDIA**

To: All Dean, HoDs, The Individuals concerned
Copy to: PA to the Vice-Chancellor, ARs



Office of Research and Development

Research Monitoring Committee – Minutes of the Meeting

Date: 14th April 2025

Venue: R&D Office

On 14 April 2025, the Research and Development (R&D) Office at Vignan's Foundation for Science, Technology & Research (VFSTR) conducted a University-Level Research Monitoring Committee meeting at the R&D office. The University-level research monitoring committee members participated in the meeting and discussed various aspects related to research and development activities at the university.

The following points were discussed during the meeting:

1. Identification of research themes at both the department level and university level.
2. Monitoring the activities and progress of the Centre of Excellence, Advanced Research Centres, and Research Centres.
3. Discussion on the establishment of new research centres such as the Thin Film Lab, AR & VR Lab, EV Lab, and Advanced RF & Microwave Lab with Anechoic Chamber.
4. The Committee Chairman (Dean, R&D) advised members to effectively utilize seed funding, including both faculty seed funds and student seed funds.
5. Periodic monitoring of the status of research publications.
6. Motivating faculty members who are lacking research publications and providing support for research paper writing.
7. Conducting research-oriented activities such as conferences, workshops, and research colloquiums.
8. Identifying solutions to improve the PhD admission process.
9. Reviewing the progress of the R25 PhD Regulations.
10. Encouraging collaboration with industry and motivating faculty members to write project proposals with industry support.
11. Monitoring consultancy work and non-government funded research projects.

12. Departments were advised to identify and establish more Memorandums of Understanding (MoUs) with relevant organizations.
13. Monitoring the conduct of Departmental Research Committee (DRC) meetings.
14. Encouraging PhD scholars to attend ODEC and Synopsis meetings so that they can better understand the research process and requirements.
15. The department must follow ethical standards in publications, as well as in the preparation of synopsis and thesis for PhD Scholars.
16. Plagiarism checking is mandatory for every article. Access to the Turnitin tool has been provided at the central level through the departments faculty and Scholar can access.

With these discussions and recommendations, the meeting was concluded.

D. Venkatesulu

Dean, R&D

14/4/25

Prof. D. Venkatesulu
Dean, Research & Development
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Office of Research and Development

Action Taken Report (ATR) for the Meeting held on 14.04.2025

Date: 20.06.2025

1. Monitoring of Research Centres:

The R&D Office has instructed the Research Lab Coordinators to regularly monitor their activities. The Dean (R&D) will visit every 15 days to review and verify the progress and activities of the Centres of Excellence, Advanced Research Centres, and other Research Centres.

2. Identification of Research Themes:

Departments have identified key research themes aligned with their expertise and the university's priorities. These themes are being documented and communicated to faculty members to guide future research activities and project proposals.

3. Establishment of New Research Centres/Labs:

The Thin Film Lab has proposed establishing a Raman Sensor Lab, targeted for December 2025. The AR & VR Lab Coordinator has been instructed to attend a relevant workshop. Meanwhile, the Purchase Order (PO) for the Advanced RF & Microwave Lab, including an Anechoic Chamber, has been issued. All required materials have been received, and the installation process is currently in progress.

4. Utilization of Seed Funding:

Faculty members and students have been encouraged to utilize the faculty seed funds and student seed funds effectively for initiating innovative research projects. Guidelines for utilization and proposal submission have been circulated.

5. Monitoring Research Publications:

Periodically to review the status of research publications of faculty members.

6. Motivation for Faculty Research Publications:

Faculty members with fewer or no publications are being motivated and supported through mentoring, collaborative research opportunities, and guidance on research paper writing and journal selection.

7. Conducting Research-Oriented Activities:

The Department has been instructed to organize conferences, workshops, seminars, and research colloquiums to foster a strong research culture among faculty and students.

8. Improvement of PhD Admission Process:

Suggestions have been collected from departments to streamline and improve the PhD admission process, ensuring transparency, efficiency, and timely completion of admission procedures.

9. Review of R25 PhD Regulations:

The progress and implementation of R25 PhD Regulations are being reviewed periodically. Necessary clarifications and updates are being communicated to departments and research scholars.

10. Industry Collaboration and Project Proposals:

Faculty members are being encouraged to establish collaborations with industry and submit research project proposals with industry support and funding.

11. Monitoring Consultancy and Non-Government Projects:

Departments are monitoring consultancy works and non-government funded research projects to ensure proper documentation, execution, and reporting of outcomes.

12. Establishment of MoUs:

Departments have been advised to identify potential organizations and initiate steps to establish Memorandums of Understanding (MoUs) to strengthen academic and research collaborations.

13. Monitoring of DRC Meetings:

Departments are ensuring that Departmental Research Committee (DRC) meetings are conducted regularly and minutes of the meetings are documented and submitted to the R&D office.

14. Encouraging PhD Scholars' Participation:

PhD scholars are being encouraged to attend ODEC and Synopsis meetings to gain better understanding of research procedures, evaluation criteria, and expectations during their research journey.

15. Access & Training

Ensure that all faculty members and Ph.D. scholars are aware of the ethical standards related to research papers and conferences, and the proper use of Turnitin for plagiarism checking. Conduct various activities and awareness programs to promote ethical research practices and the effective use of plagiarism detection tools.

16. Plagiarism Checking Process.

Require every manuscript, synopsis and thesis to undergo plagiarism checking before submission. Define acceptable similarity thresholds and follow-up actions if plagiarism is detected.

Dean, R&D

20/6/25

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