



**Shobhit
University**

EDUCATION EMPOWERS



Top 101-125 Band
in Pharmacy

CRITERION 6 - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.3.2 AVERAGE PERCENTAGE OF TEACHERS PROVIDED WITH FINANCIAL SUPPORT TO ATTEND CONFERENCES / WORKSHOPS AND TOWARDS MEMBERSHIP FEE OF PROFESSIONAL BODIES DURING THE LAST FIVE YEARS

To reduce enormous use of paper and printing the ensure data, sign and a seal by the Competent Authority for all the papers, we have used the Class-3 Digital Signatures where a Registration Authority i.e. Dr. Mahipal Singh, Registrar of our University authenticate the documents and responses claimed in this pdf file.



SHOBHIT UNIVERSITY, Gangoh

[Notified by Government of U.P. Act No.3 of 2012, Established u/s 2(f) of UGC Act 1956]

Adarsh Institutional Area, Babu Vijendra Marg,
Gangoh, Distt. Saharanpur - 247341, UP

35
YEARS
OF ACADEMIC
EXCELLENCE





Babu Vijendra Marg, Adarsh Institutional
Area Gangoh, Distt. Saharanpur (U.P.)
247341, India
Tel: +91 7830810052
E-mail: registrargangoh@shobhituniversity.ac.in
U.: www.sug.ac.in

Policy document on providing financial support to teachers



**Shobhit
University**

EDUCATION EMPOWERS

**Shobhit University
Gangoh, Saharanpur, U.P.**

Research Policy

May 18, 2020

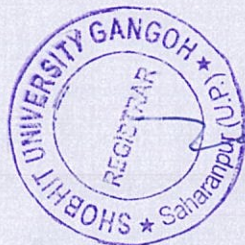
1. General

The quest for new knowledge and the application of knowledge to important societal needs should be part of the life of every institution of higher education. Research, therefore, is essential and not merely an activity supplementary to teaching. Research experiences enrich an institution in many ways.

- i. The teachers who engage in research can integrate their experience in the classroom.
- ii. Instilling a research culture improves the institutional environment for all, not only students, and signals high aspirations and a seriousness of purpose of the institution.
- iii. Research requires infrastructure, including modern facilities, equipment, and supplies, so establishing research activities means improving the physical conditions of an institution.
- iv. For doing research, it requires funding but once established a vibrant program of research can attract support from Government, industry and private sources.
- v. Research builds and burnishes the reputation of an institution, attracting superior students and faculty. Not only are faculty drawn to such an institution, but they are more likely to remain, which is important because retention of talented instructors and researchers contributes to sustaining excellence.
- vi. A research program opens possibilities for collaboration, locally, regionally, and globally.

These connections raise the profile of an institution and create opportunities for advancement of many kinds, including associations with industrial firms that are nowadays an increasingly important partner in higher education initiatives.

Rapid growth in scientific knowledge is an indication of quest for discovery and has an impact on economic and societal development. Science, technology, and innovation is often initiated at the University research environment and it is also the mission of **Shobhit University (SU)**. Research and developmental activities create and disseminate new knowledge in range of fields, promotes innovation and these will motivate better learning and teaching among faculties and students. Research is the foundation of knowledge that brings new energy, builds state of the art facilities, promotes research publications, develops collaborations, and becomes part of active community that shares the mission objectives. Taking these into considerations, following Research Policy is made & implemented. Research, Innovation and Entrepreneurship are the guiding principles of the



academic policy of the University. However, this advancement of new knowledge can only be initiated in an appropriate research environment, hence this policy.

It is expected to serve in enhancing the University's reputation nationally and enhance research output contributing towards National and International Ranking Frameworks. Several Universities have also adopted procedures for rewarding researchers for running research projects and publishing quality papers which are worth emulating.

2. Purpose

The purpose of the Research Policy is to create a vibrant atmosphere of research and motivate faculty members including adjunct & visiting faculty, research scholars and the students. The policy shall serve as an overall framework within which research activities can be carried out. The document describes the strategy and procedures for encouraging research management, research development and research education within the University and the way they will be implemented. Overall responsibility for research policy, planning and management will rest with the office of the Director/Coordinator, Internal Quality Assurance Cell (IQAC).

3. Objectives

The primary objective of the policy is to motivate the faculty members and students of SU to undertake quality research, consultancy, and other related activities.

The goal in research is to conduct research and consultancy with an emphasis on application of knowledge in collaboration with government, industry, society, and underprivileged community groups.

The University is committed in promoting research an innovation in all walks of life and to become an epitome of skill, knowledge, technologies, and culture. The process of managing and implementation of our research strategy is based on system of interconnected supporting mechanism which seeks to

- Enhance confidence of the faculty members to realize their own research abilities
- Motivate them for undertaking high quality research activity
- Encourage faculties through financial incentives for carrying out genuine research work and research publication in journals of repute
- Invite leading academicians for research assistance in the relevant areas.
- Encourage active participation of faculties in national / international seminars, conferences, and workshops.
- Provide support in the form of incentives, research seed money grant, training, and infrastructure necessary for undertaking research
- Increase awareness in arena of international, national, and regional research and promote collaborative and interdisciplinary research projects.



- Create an enabling environment within the university to foster a research culture as well as provide required support through research framework and guidelines.
- Ensure high level of efficient and effective support system to facilitate faculty and researchers in their research activities.
- Ensure publications in quality journals, indexed in Scopus/Web of Science and/or with impact factor.
- Nurture an environment of undertaking socially useful research with potential for commercialization.
- Establish Research Centers within SU with potential for Excellence.
- Forge interdisciplinary collaborations and partnerships nationally and globally.

4. Scope

It is implementable in all the schools/ faculties/ institutions/ departments of SU. This scheme covers all faculty members, staff, and students of all the departments of the university. The scope of the scheme envisages in particular

- To motivate faculty members including adjunct & visiting to concentrate on research related activities in addition to the teaching so as to publish articles in reputed refereed international and national journals with impact factor.
- To pursue efforts to write books, monographs for publication by International and National publishers of repute.
- To evince interest among the members of faculty so that they take efforts to establish collaborative research projects with their counterparts in reputed foreign Universities.
- To encourage the faculty to submit proposals and secure funded research projects from various funding agencies in India and abroad.
- To undertake consultancy projects sponsored by both the Government and Private Industrial and other organizations.
- To encourage creativity in the minds of faculty, so that they make original contributions by way of products, concepts etc. and obtain patents.

5. Key areas of research

The University's strategic objective is to gain and maintain a high quality and internationally acclaimed research reputation through a clear focus on key research themes including, but not restricted to the following:

- Agriculture/ Agriculture Informatics
- Biological Engineering & Sciences
- Environmental Sciences
- Engineering & Technology
- Management and Business Studies
- Legal Studies
- Education
- Basic and Applied Sciences
- Liberal Arts & Languages



- Pharmaceutical Sciences
- Ayurveda
- Yoga & Naturopathy

6. Custodian of the Policy

The implementation and updating of the Research Policy shall be carried out by Director/Coordinator, Internal Quality Assurance Cell (IQAC) SU. The Research Policy shall have a Research Advisory Board to function under Vice Chancellor, SU and administrative committee, to assist and advise in matters related to research within the University.

7. General guidelines

a. Undertaking research

Faculty members, staff & students of SU and research departments are expected to undertake research, leading to quality publications, presentations in National/International conferences of repute, generation of Intellectual property with potential for commercialization, socially useful outcome and other similar research activity.

b. Obligations of faculty and researchers (including post graduate researchers)

Research output will be considered one of the criteria for faculty recruitment and promotion along with other academic responsibilities.

c. Recruitment and promotion

SU shall recruit such faculty members and researchers who have demonstrable/demonstrated capability in research. Faculty promotion may significantly depend on research output. The quality of research output, especially research publications, may be assessed on the established yardsticks such as Impact Factor (IF) and which will be revised from time-to-time as appropriate.

d. Research management

Overall management of research activities may be coordinated by Director/Coordinator, Internal Quality Assurance Cell (IQAC) under direct supervision of Vice Chancellor. Research Advisory Board and administrative committee shall be responsible for overall functioning of research activities within the University. The research activities at the department level will be coordinated by the Heads or the nominees.

e. Resources for research support

The University will provide intramural funding through seed money based on the quality and impact of research. A separate research budget head is being created for the purpose. This will be in two parts, i.e.



(A) Intramural funds

A Research Promotion Grant Fund (RPGF) shall be created by the University in each academic year for the following purposes:

(i) Seed money research support

Faculty members associated with the University for 3 years or more of continuous service as confirmed regular employees will receive seed money support up to ₹ 1, 00,000/- for promoting research leading to publish quality research paper (conference proceedings paper will not be included). The seed money may be increased depending on the nature and intensity of the research up to a maximum of ₹ 2, 50,000/- in one academic year only for Q1 category publications. This will include fees, cost of travel, books, journals, communication, software and hiring of Research Associate expenses etc. The expenses will be reimbursed as per the University norms.

(ii) Eligibility for seed money grant

- Working with the University for 3 years or more of continuous service as confirmed regular employee
- Each academic year several faculty members may be granted the seed money grant based on fulfillment of criteria as well as shortlisting through a defined selection process as shall be approved by the Vice Chancellor.
- The total amount spent under this head shall be limited to the budgetary provisions for the same
- Seed money will be given to those who are having few research publications in Scopus /Web of Science or other relevant database indexed journals.
- The utilization of seed money will be evaluated based on the publication of research paper(s) in the above listed journals.
- Project completion report to be submitted before applying for next installment of seed money.

(B) Research fund for long research projects

The University shall encourage the faculty members to take up Research Projects funded by various agencies. Considering the nature of Research Project aligning with University/School's vision and mission, the University may support a limited number of projects. A maximum grant of ₹ 2 Lacs per project may be permitted in one academic year to the number of faculty members whose projects are selected for such support and the overall quantum of funding for such project in an academic year shall be determined by the budgetary provisions.

(i.) Eligibility for long research fund

- The long research fund will be available to the faculty member who is working with the University (SU) as confirmed regular employee for 5 years or more.



A handwritten signature in blue ink, written over the stamp. The signature is cursive and appears to be "Rajendra K.".

- Each academic year several faculty members may be granted the research project funding/ grant for patent filing (university as applicant) based on fulfillment of criteria as well as shortlisting through a defined selection process as shall be approved by the Vice Chancellor
- The total amount spent under this head shall be limited to the budgetary provisions for the same
- Research Fund will be given to those who are having research paper publications in quality journals indexed in Scopus/ Web of Science etc.
- The research fund will be utilized for journal fees, cost of travel, books, journals, communication, software and hiring of Research Associate expenses etc.
- Project completion report to be submitted before applying for next installment of fund.
- The said fund will be sanctioned to the project for a duration of two years or less.

(ii) Commitment

- The faculty would be required to submit Project Completion Report (PCR) within six months after completion of project. No extension shall be granted beyond this period.
- The utilization of Research Fund will be evaluated based on the publication of research paper(s) in the indexed journals as above or leading to receive research project/ consultancy assignment from industry/ government agencies
- After successful utilization of research fund, the faculty members are required to serve at least two years with University. The faculty member would be required to submit a signed bond on judicial stamp paper in a prescribed format that they will serve the University for minimum 02 (two) years after the completion of research project, or in the eventuality of them leaving the University before the end of two (2) years they shall pay to the University a sum equivalent to the complete cost of the project fund as paid by the University on a pro-rata basis.

(C) Grant for participation in National and /or International conference / workshop/ Seminar/ symposium

- Eligible Faculty members may be given a grant up to ₹ 250,000/- per year on a reimbursement basis, which may be permitted to be accumulated up to 4 years towards acquiring the membership of Professional Societies and for participating in National / International Conferences/Workshops/Seminars/Symposiums. Faculty members who are on regular full time employment for more than 3 years with the University will be eligible for participation at International Conference subject to fulfillment of other eligibility conditions and selection criteria as approved from time to time and shall be limited by the budgetary allocations.
- The faculty member shall require to sign a bond on judicial stamp paper in a prescribed format to serve the University at least for 02 (two) years, if he / she attends the International conference however if the faculty member tend to leave the job before 02(two) years, he / she required to pay to the University a sum equivalent to complete cost of participation paid by the University.



[Handwritten signature]

(D) Application procedure for research grant / projects / incentives

- The faculty members who are eligible for grant of any research related grant or incentives shall be required to submit a detailed application along with necessary annexures and documentary evidences etc. through the Dean / Head of School to the office of the Director/Coordinator IQAC. The office of the Director/Coordinator IQAC shall collate all such applications and shall do the shortlisting based on the criteria as approved by the competent authority
- After completion of the research project for which grant has been provided by the University, details of the research conducted, and all papers and reports based on the research are to be submitted to office of Director/Coordinator IQAC.

The University will also facilitate funding for applying to funding of research projects and consultancy projects from external sources, including from state, national and international funding bodies, which may be government, private (corporates and industry), NGOs, etc. Necessary documents to support research proposals would be made available through administration and accounts departments. The support required for follow up of projects (in form of travel to potential funding bodies for follow-up and presentation, supply of additional documents, meetings, etc.) would also be provided.

Faculty and students would be encouraged to apply and work for fellowship programs and sponsored projects.

f. Student Research

Student mentorship/internship shall be facilitated to encourage undergraduate/postgraduate students to pursue research activities leading to tangible output.

g. Quality of publications

The research carried out in university system should be of good quality adhering to highest standards of ethics. In order to recognize the research contribution, the University encourages publications in journals indexed in Scopus/Web of Science. CiteScore or Impact factor provided by Journal Citation Reports at Thomson Reuters/Scopus would be taken into account. The University may revise such policy, as deemed necessary, in future. The University IPR Cell which will facilitate the patenting and commercialization of innovations as per the laid down policy.

To benchmark research output towards the most influential, highly cited publications within similar fields of disciplines, the university plans to collaborate with leading research data bases with indexing agencies viz.; Scopus (Elsevier), Thomson Reuters (Web of Science). Research work carried out in SU should result in renowned journal publications



A handwritten signature in blue ink, written over the Registrar's stamp.

with high impact factors which are indexed in the above data bases. The citescore/impact factor of the journal provided by Journal Citation Reports (JCR) by Thomson Reuters/Scopus shall decide the quality of publications

h. Ethics in research

It is expected that each member involved in research – faculty, researchers, and postgraduate researchers - will adhere to highest ethical standards of conduct. These include data integrity, adhering to ethical guidelines given from time to time, for carrying out research. It will be the duty of each faculty to personally check all publications for submission to other Journals on an approved anti-plagiarism software. Further, it will be the duty of concerned supervisor to verify that each thesis submitted under him/her is checked for plagiarism before submitting. The university has registered under Shodhganga and all theses will be duly uploaded as per UGC norms. Hence, the Supervisors will be personally responsible, in case any complaint is received on plagiarism or data copying and the University shall not be held responsible and would stand indemnified under good faith.

A disciplinary committee, on instructions of Vice-Chancellor, shall be formed in order to carry out inquiry when academic dishonesty is reported against an individual/group. Suitable disciplinary action may be initiated, if found guilty, against such individual/group.

8. Research incentive policy

Provision of incentives to researchers is not an isolated practice among universities, nor is it only about money. Numerous researchers have studied the impact of incentives and related programs for at least 100 years and a meta-analysis shows a positive impact. It has been proven that Incentive programs improve performance, engage participants, attract quality employees, and are valued by employees. It is, therefore, important for a progressive University to motivate staff to publish regularly, improve the quality of publications and promote innovations. To ensure a long-term incentive program it is proposed that more productive researchers be rewarded with larger incentives per unit for publishing in local and international journals.

a. Research Publications (Journals)

- (i) Publications in indexed journals will only be considered for incentive. These citation databases are: i) Science Citation Index Expanded (SCI-Expanded), Social Sciences Citation Index (SSCI), Arts & Humanities Citation Index (A&HCI), Conference Proceedings Citation Index - Science (CPCI-S), Conference Proceedings Citation Index - Social Sciences & Humanities (CPCI-SSH), Book Citation Index– Science (BKCI-S), Book Citation Index– Social Sciences & Humanities (BKCI-SSH), Emerging Sources Citation Index (ESCI) and Current Chemical Reactions (CCR-EXPANDED) hosted on the Web of Science platform; ii) Scopus; and iii) Indian Citation Index.



A handwritten signature in blue ink, written over the Registrar's stamp.

Articles that are not indexed in these indexing services will not be considered for the purpose of incentives.

- (ii) The faculty will be paid following incentives based upon the impact factor of the Journals in which the research paper has been published.

S. No.	Impact Factor/Cite Score TM	Incentives in Rupees (₹)
1	2.01 & above	10,000/- (7000)
2	1.00 to 2.00	7,500/- (6000)
3	0.500 to 0.999	5,000/- (4000)
4	0.25 to 0.490	2,500/- (2000)

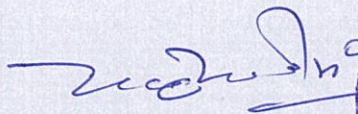

Maximum of five research papers in an academic year shall be considered.

- (iii) The faculty asking for incentive must be first author in the research paper. The amount shall be provided to the applicant which may be equally divided among authors for multi authored publication.
- (iv) It is advisable for all faculties, receiving/received Research Papers Incentives based upon impact factor, to establish / Contribute Centre of Excellence, Research Lab, Student Research Facility, Sponsored Projects in their respective departments based upon the research carried out in the paper.
- (v) Published paper must have SU as the affiliation and corresponding address.
- (vi) On-line date is to be considered as the date of publication.
- (vii) Authors outside the SU fraternity are not entitled for this scheme.
- (viii) Authors must also be aware of SU policy on academic dishonesty and plagiarism.
- (ix) The corresponding author shall take the responsibility to screen the paper for plagiarism, ethics approval, and background checks about the potential, possible, or probable predatory scholarly open access journals before communicating the research publication for Beall's list of predatory publishers.
- (x) Eligible candidate to inform Head of the Institution with a reprint of publication.
- (xi) Proof of journal paper and its indexing must be submitted while making claim.
- (xii) Publication claim under Research Incentive Schemes (RIS) of SU must be made within a month of publication in the prescribed form.

b. Students

- Incentive amount of ₹ 2,000/- shall be given as incentive to the student authors for publications in any indexed journals.

c. Presentation of research papers in conferences in India

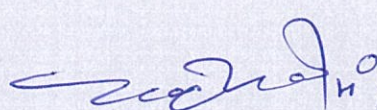

- The International/ National conference must be of repute (viz. IEEE, Springer/Wiley/IPC etc.) and the hosting institutions must be of institutes of repute- IITs/IIS/NITs/IITs/ Universities/ Deemed Universities/Colleges etc.
- The faculty would be allowed OD + Registration + T.A. on actual basis or ₹ 5,000/- whichever is less.
- In case of joint authorship only one faculty can avail the facility.
- Each faculty can present research papers in Conferences of repute twice in an academic year with financial assistance (limited to ₹ 10000/- only).
- Maximum number of ODs is limited to one week during lean period. Only one day OD is allowed in the academic period.
- Only Oral presentation of research papers is acceptable.
- Publication claim under Research Incentive Schemes (RIS) of SU must be made within a month of publication in the prescribed form.
- In case of student, T.A or Registration fees or ₹ 1,000/- whichever is less.

d. Presentation of research papers in conferences/seminars/symposia abroad

- The faculty must approach a suitable government funding agency (which partially or fully funds the visit subject to meeting the norms) or other funding agencies in India or abroad
- SU may also consider funding for International Conferences on case to case basis, subject to 60% to be paid by the candidate and 40 % by the university with the candidate having at least 5 years' service in SU.
- This sanction would be allowed depending upon the track record of the faculty to be adjudged by Research Advisory Board. The decision of the University shall be final and binding.
- Publication claim under Research Incentive Schemes (RIS) of SU must be made within a month of publication in the prescribed form.

e. For attending workshops/ seminar/ FDPs

- The faculty would be allowed OD+ Registration+ T.A. on actual basis or ₹ 5,000/- whichever is less.
- The Workshops/Seminars/FDPs hosting Institutions must be Institutes of repute IITs/ IIS/ NITs/ IITs/ Universities/ Deemed Universities etc.
- Each faculty can attend Workshops/Seminars/FDPs of repute twice in an academic year with financial assistance. However, financial assistance is limited to ₹ 10,000/- only.
- Maximum number of ODs is limited to one week during lean period. Only one day OD is allowed in the academic period.
- Faculties going for attending FDPs outside need to disseminate knowledge / information by organizing faculty Development Program (FDP)/ Student Development Program (SDP)/ Student Workshop/ Summer/ Winter Schools etc. for the benefit of Faculty and Students in their respective departments.

- The OD and Registration claim under Research Incentive Schemes (RIS) of SU must be made within a month in the prescribed form.

f. Publications of books

- Faculty members who have taken efforts to write and publish books or monographs are encouraged and incentive will be given to the faculty member as per the cap provided:

Details	Publishers	Reward (₹)
Full Book	Renowned International	30,000/-
Full Book	Renowned National	20,000/-
Edited volume of book with articles or chapters (with ISSN/ISBN number wherever necessary)	Renowned International / National Publisher	15,000/-
Monographs	National Level / International Level	10,000/-
Full Book	Other Publishers	10,000/-

- If the book / chapter / monograph is contributed by more than one author, the incentive amount will be shared by all the authors equally.
- Published chapters or monographs must have **Shobhit University (SU)** as the affiliation.
- Incentive claim under Research Incentive Schemes (RIS) of SU must be made within a month of publication in the prescribed form.

g. Obtaining/acquiring of research grants or grants for upgradation of infrastructure or other grants

- Faculty members are expected to submit proposals for research grants from funding agencies.
- It is quite likely, that these projects may involve modernization of laboratories or research infrastructure, acquiring of equipment required specific to the research study or conducting of surveys, etc.
- Research incentive will be 5% of the allocable amount if the Institutional overheads are less than 10% of the project and 10% if the overheads are 10% or more of the project cost. Research grants with no overheads are eligible up to 5% incentive. However, researchers are encouraged to include institutional overheads while proposing the grant budgets. Applicable on DST/DRDO/ISRO/DAE/ICMR/DEIT/DST.
- Principal Investigator will be entitled for 60% of the incentive while remaining 40% shall be equally distributed among the Co-Investigators.
- The maximum limit for any faculty member shall be Rupees One Lakhs (Rs.1.00 Lakhs) per year with taxes as applicable. The amount will be payable over the period of the grant.




- There will be only one Principal Investigator and faculty members assisting the Principal Investigator with any other title/s will be treated as Co-Investigators for the purpose of calculation of the incentives.
- If there is no Principal Investigator, the incentive shall be shared equally among the Co-Investigators
- Principal and Co-Investigators from outside the University will not be eligible for the incentive.
- An incentive @ 2% of the amount received shall be given to the faculty who fetches grant for conferences/seminars/workshops from government agencies such as DST, DBT, ICMR, DRDO for organizing Conference/Seminar/workshop/FDP/Survey or for establishing IPR cell/Incubation Centre etc. or other sources.
- Incentive claim under Research Incentive Schemes (RIS) of SU must be made within a month of sanction of project grant in the prescribed form.

h. Undertaking consultancy projects

- 25% amount will be with SU for infrastructure and other supports for research and consultancy development.

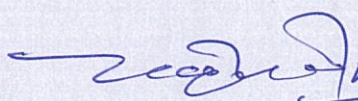

i. Membership of professional societies

- All faculty members on roll of SU having more than five research papers in indexed journals as above who acquire membership of National and International professional societies are eligible for reimbursement of 75% of cost of membership registration fee.
- No life membership fees will be reimbursed for any professional society / association.
- Maximum of Rupees Eight Thousand (₹ 8000/-) will be paid for both National and International society membership.
- Incentive claim under Research Incentive Schemes (RIS) of SU must be made within a month of registration with the professional bodies in the prescribed form.

j. PhD- Fee Reimbursement, OD & Incentives

(i) Ph.D. Fee Reimbursement- Full Time & Part Time

- Faculty members entering service without Ph.D. shall be encouraged to enroll themselves/acquire Ph.D. in the relevant branch/discipline from Institutes/Universities of repute.
- On acquisition of Ph.D. from Institutes/Universities of repute with minimum one publication refereed journal of repute (SCI-Thomson Reuters), a faculty may avail Ph.D. tuition fee reimbursement on actual basis but not exceeding ₹ 30,000/- per year (on pro-rata basis with salary) for three years.
- The faculty members, who are presently availing the Ph.D. fee reimbursement, may apply for their remaining period of reimbursement on acquisition of Ph.D. degree.

- The faculty members who are regular and confirmed employee of SU and those faculty members who are on study leave to pursue full time Ph.D. are eligible for Ph.D. fee reimbursement.
- The Ph.D. tuition fee reimbursement may be claimed within a month after award of degree by submitting a copy of degree certificate and tuition fee paid slips.

(ii) ODs

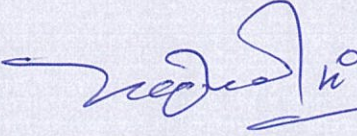

- The maximum total number of ODs for completing Ph.D. is 12 per academic year/leave year for maximum 4 years.
- Maximum 3 ODs at a stretch are given to faculty in a month during lean period while faculty members who are at Course work stage of Ph.D. may avail 1 OD on working Saturday during non-lean period provided the number of count of OD's remains 12.
- Faculty may avail the facility of OD for completing PhD immediately post joining SU.
- If the course work of Ph.D. program falls during summer break, then faculty must consume their summer vacation first (two weeks) and rest will be treated as OD provided the count remains 12 ODs per academic/ leave year.

(iii) Incentives on award of Ph.D. degree

- Five increments shall be admissible at the entry level of recruitment to persons possessing the degree of Ph.D. awarded in the relevant discipline from Institute/ University of repute.
- Teachers who complete their Ph.D. degree while in service shall be entitled to three increments if such Ph.D. is in the relevant branch/discipline and has been awarded by a University of repute.
- Universities of repute include (IIS, Bangalore, IITs, JNU, NITs, IIITs and Central Universities) and the scholars from other Universities should have published at least two research articles in indexed journals.
- The Ph.D. incentives may be claimed within a month after award of degree by submitting a copy of degree certificate/provisional degree certificate
- The Ph.D. incentives in terms of increments will be applicable from the date of submission of application copy along with copy of degree certificate/provisional degree certificate.

k. Intellectual Property Rights (IPR)

(i) SU owed IP

- In case of provisional patent application, the initial processing fees in actual, will be paid by the university. The inventor may be given suitable cash incentive with certificate as well.
- Also, in the case when patent is commercialized, the earnings shall be shared among the inventors and SU in the ratio 80:20.
- The inventors among themselves shall decide the share among the inventors.
- Incentive claim under Research Incentive Schemes (RIS) of SU must be made within a month of filing with the patent in the prescribed form.

(ii) Joint IP

Any revenue, proceeds from commercialization of joint IP would be shared between the universities in the ratio of 60:40. In the event, provisional and complete patent filling expenses shall be shared 50:50 by both the party and ownership will be jointly in the name of SU & the inventor.

- l.** A Chancellor's and a Vice Chancellor's Research Award(s) will be instituted and awarded annually to the best researcher, based on the recommendation of the Research Advisory Committee. However, the Committee can choose to not award any researcher in a year if none is found suitable. The decision of the Committee would be non- challengeable. The details of the award would be finalized from time to time.
- m.** The University may also provide additional manpower in departments with higher research intensity and research output, depending on specific justifiable requirements while adhering to regulations of statutory agencies.
- n.** The University may also consider allocating reduced academic workload to faculty handling more than one research project or additional work of research journals.

9. Plagiarism Policy

All Postgraduate and Ph.D. thesis will be checked for plagiarism before submission as per UGC guidelines. In case plagiarism is detected, the research shall be declared null and void & shall not be considered awards/incentives.

- 10.** In case of any dispute or the points not covered in the policy, the Vice Chancellor shall forward the case to the Chancellor and the decision of the Chancellor shall be final and binding in all such matters.

