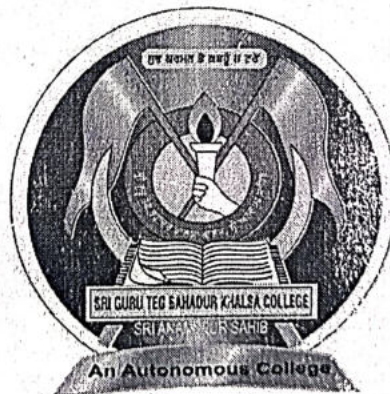


# **ANNEXURE IV**

## **Research Promotion Policy & Faculty Incentive Scheme**



**Sri Guru Teg Bahadur Khalsa College Sri  
Anandpur Sahib  
An Autonomous College**

## **Research Promotion Policy (Faculty Incentive Scheme)**

### **PURPOSE**

Providing incentives to researchers is not an isolated practice among good institutes, nor is it only about money. There are various reports that showed the positive impact of incentives on the research output of an institute. 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 institute to motivate staff to publish regularly, improve quality of publication, promote innovations, bring extramural research funding and provide consultancy. To ensure the long-term research goals institute has started a research promotion policy based on faculty/student incentive scheme.

### **OBJECTIVES**

- To develop and sustain research culture
- To ensure effective and efficient support to facilitate faculty and researchers in carrying out their research activities.
- To motivate the faculty for high quality publication in high-impact factor journals, indexed in Scopus/Web of Science.
- To encouraging interdisciplinary and multi-disciplinary collaborations nationally and globally.
- To inspire the faculty members for sponsored consultancy projects
- To encourage the faculty members for creating, protecting and leveraging Intellectual Property Rights

To achieve the aforementioned objectives, the college institutes the following research awards and incentives scheme implemented immediately with effect from session 2019-2020 (July 1<sup>st</sup>, 2019)

### **CUSTODIAN OF POLICY**

All research related activities and policy in SGTBKC (Sri Guru Teg. Bahadur Khalsa College) are governed through the Dean Research, Research Committee and IQAC of the college functioning under the direct control of the Principal, SGTBKC.



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### INITIATIVES FOR PROMOTION OF RESEARCH IN SGTBKC

In order to meet and fulfill research objectives, SGTBKC has following initiatives, and that are being implemented.

#### For Faculty

1. To promote outside funding in the college, the faculty members (Principal Investigator/co-investigators, belonging to the SGTBKC only) submitting a research project/scheme for extramural funding and getting a sanction by funding agency (government / other) shall be awarded a monetary reward of two percent of the total funding from the overhead charges of the project. The incentive amount will be shared equally among all the project members belonging to SGTBKC.
2. To promote the research culture in the college faculty will be given an **incentive of Rs. 1500/- per SCI/SCIE paper** with an impact factor (Clarivate Analytics Report) up to a maximum of 2 papers/faculty member in a year. An **incentive of Rs. 1000/-** will be given for publishing a research paper in **UGC-CARE list** of Journals up to a maximum of 2 papers per year/faculty member. An incentive of Rs. 1000/- will be given for publishing a research paper in **CPCI indexed (Web of Science)**, Scopus indexed Journals/proceedings up to a maximum of 2 papers per year/faculty member. Each entry will be counted separately for the cash incentives means any faculty member can claim up to three research papers in three different categories viz. SCI/ESCI, UGC-CARE & CPCI & Scopus in a year. If more than one faculty member of our college becomes an author of the same publication, the incentive will be shared equally among the collaborative faculty members for all the categories of research papers.
3. Faculty members **publishing Books** in the reputed publishing house (like Cengage learning, Pearson Education, Tata Mc-Graw Hill, McMillan or any other equivalent reputed publisher working on **International level** will be awarded a suitable cash prize **Rs. 2,500/-**.
4. TA/DA for project presentation will be given to every faculty if not given by funding agencies.
5. The faculty member in **science** will be eligible to get **seed amount up to Rs. 1 Lac** for equipment and chemicals only. Faculty members from other streams will have a provision to get **seed amount up to Rs. 50,000** for getting software or equipment (PC/Laptop not included). The other conditions are as follows:
  - a) Only four faculty members will be considered in a financial year from the college.
  - b) The project has to be submitted to the research committee for evaluation and recommendation.
  - c) The selected faculty member from science departments has to publish at least one SCI/SCIE paper having an impact factor (Clarivate Analytics Report) within two years from the date of sanction of amount. The other faculty members have to publish at least one paper in UGC approved journal within two years from the date of sanction of amount.
6. Financial support in the form of registration fees will be provided to all faculty members to attend National/International (maximum 3 per year) conferences in India every year.
7. Financial support will be provided to all the faculty members on reimbursement basis for

  
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getting the research samples analyzed by different analytical instruments on payment basis from various reputed institute from the funds of various schemes available in the college or from the institute itself (Maximum Rs. 5,000 per Year).

8. Faculty members receiving State/National/International award/fellowship shall be awarded suitably.
9. Faculty is encouraged to have some consultancy projects and will be given 60% of funds received under consultancy projects and the remaining 40% will be with the institute.
10. Faculty is encouraged to file patent and for it all expenses will be borne by the Institute.
11. To promote technical skill, the institute will offer a prize amount up to Rs. 8,000 to faculty member, who will develop/upgrade any software that is decided to be important for college by the academic council.

#### For Research Students

1. A Teaching Associate ship with a maximum load of 10 Hrs./week will be provided to a Ph.D. student allotted by Punjabi University Patiala. The fellowship amount will be Rs 8,000 and Rs 10,000 for a non-NET and a NET qualified candidate respectively. It will be reviewed every year and will be allowed for a maximum of 3 years to a candidate. A maximum of five teaching associate ships will be available in an academic year. Total two simultaneous associate ships will be allowed for a department in a financial year.
2. Each student will be given a maximum contingency grant of Rs. 8,000/- annually (depending upon nature of work) for attending conferences/characterization and other research related work.
3. The college will reimburse all expenses in filing a patent by a PhD candidate.

  
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### Student Scholarship Scheme

1. If a student is a topper in the 1<sup>st</sup>/2<sup>nd</sup> of Post Graduate classes, 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup>/4<sup>th</sup> year of Under Graduate classes with minimum A+ grade in all the papers and without any compartment and break in previous classes, he/she will be given a scholarship of Rs.5000/- per year.
2. If students develop/upgrade any software that is decided to be important for college by the academic council he/she will be awarded with an amount up to Rs. 8,000/-.
3. If a student won accolades at the National/International level in any field he/she will be awarded with an amount up to Rs. 5,000/-.



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**Committee for Evaluating Research Proposal for Grant of Seed Money**

An internal body is constituted for the evaluation of the minor research proposal received for the grant of seed money to the faculty. The minor research proposal will be received throughout the year; however, the evaluation of the proposal will be done twice in a year, at the end of each semester. Not more than two proposals will be sanctioned in a semester. The members of the committee are

S. No.	Composition of Committee	Designation
1	Head of the Institute, Principal	Chairman of the Committee
2	Dean Research	Member Secretary
3	Head of concerned Department	Member
4	Four faculty members to nominated by Principal of the college	Members
5	IQAC Coordinator	Member
6	One faculty member from the concerned research project subject	Subject expert

The decision of the committee will be final and no correspondence in this regard will be entertained.

  
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**Financial Statement Regarding SEED Money**

Financial allocation of the tune of Rs 4.00 Lac (maximum funding) has been approved under this head of "Seed Money for Minor Research Project" in each financial year from FY 2019-2020 onward. The expenditure will be logged in a separate book of account under two subheads of Non-recurring and Recurring expenditures.

Signature  
(Bursar of the college)

Signature  
(Finance officer of the college)

Signature  
(Principal of the college)

  
Principal  
Sri Guru Teg Bahadur Khalsa College  
Sri Anandpur Sahib (Ropar) Pb.