



## FACULTY R&D REWARD POLICY

### Document Control

#### Document Information

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**NOTE:**

The university reserves the right to add, amend or revoke any of the contained rules, policies, regulations and instructions or incorporate additional ones, with or without notice, as circumstances or the good of the university community may require.

## **Faculty R&D Reward Policy**

For those faculty members who get themselves involved in R&D activities (locally, internationally), the following reward or incentive policy is being proposed for the academic year 2019-21 (the policy may be reviewed after the lapse of two years period).

### **Journal Paper Publications:**

All publications have to be in HEC approved journals in order to be eligible for the reward.

HEC approved Y category journals:	Rs. 10,000
HEC approved X & SJR listed category journals:	Rs. 20,000
For journals with impact factor > 0.1 and <=0.5:	Rs. 25,000
For journals with impact factor > 0.5 and <=1:	Rs. 40,000
For journals with impact factor > 1.0 and <=1.5:	Rs. 50,000
For journals with impact factor > 1.5 and <=2:	Rs. 65,000
For journals with impact factor > 2.0 and <=3:	Rs. 80,000
For journals with impact factor > 3.0 and <=4	Rs. 100,000
For journals with impact factor > 4.0	Rs. 120,000

#### **Note:**

- (i) For papers published with foreign authors, reward would be for **first author only** and in proportionate terms. The first author would be paid 2/3 and the second author 1/3 of the total amount.
- (ii) For papers published with local collaboration (by local GIFT faculty and its students body) the reward would be for 1st and 2<sup>nd</sup> authors only, amounting to the maximum amount as given above.

### **Conference Paper Publications:**

#### **Conference Registration/Attendance:**

The faculty member (author) is required to submit the following documents to the University Research Committee along with the application.

Following documents must be attached with application:

<b>A</b>	Initial Announcement
<b>B</b>	The official acceptance of the paper for presentation at conference/meeting
<b>C</b>	Copy of the abstract
<b>D</b>	A copy of complete manuscript
<b>E</b>	Final Announcement of the meeting
<b>F</b>	Teaching load & arrangements made to cover classes, labs,
<b>G</b>	Updated research profile

For all the International Conferences, the faculty shall apply to HEC for funding. The University shall pay the registration fee in case the funding is not approved by HEC and recommended by University Research Committee .

For all the local conferences, approved by HEC, the University shall pay the registration fee subject to the approval of University Research Committee .

On the recommendation of the committee funding for international conferences for up to one paper per faculty/dept and maximum of five papers per year may be approved for conference registration. If one paper's author has already been given funding for a year then preference would be given to other paper's author (also preferably from other faculty/department).

**Travel:**

For all the International Conferences, the faculty shall apply to HEC for funding. The University shall pay the travel fee (partial or full) in case the funding is not approved by HEC and recommended by University Research Committee. The University shall pay for maximum of 3 faculty members per year as per the budget allocation (one each from different department/faculty).

For all the local conferences, approved by HEC, the University shall pay the travel fee subject to the approval of University Research Committee .

**Boarding & Lodging:**

In case funding is not approved by HEC but recommended by University Research Committee, the University shall pay maximum of \$100/- (or equivalent) per day (maximum 5 days), subject to the conference area.

For all the local conferences, approved by HEC, the University shall pay Rs. 5000 per day (max 3 days).

**Conference Attendance Policy:**

The faculty member whose paper has been accepted in a conference and is requesting for funding from the University, must apply to HEC for conference funding before seeking the University support.

Conference must be sponsored by a professional body. The paper must be accepted by reviewing the full paper not on the basis of paper abstract. The paper must appear in reviewed proceedings.

In case the funding is not approved by HEC, the request for funding may be processed by University Research Committee . The committee may review the following:

1. Technical contents of the paper and its impact
2. Research importance
3. Quality of conference organizers, linkages, and their past record
4. Other factors (as deemed appropriate by the committee)

The committee may recommend the funding amount (Registration, Travel, B&L) not exceeding the amount already settled for above mentioned cases and budget position.

### **Development:**

The University shall follow **70-30% model**. After all cost deductions, 70% of the revenue would go to faculty and 30% to the University. Cost may include infrastructure cost, equipment, electricity bill, traveling, food, etc.

### **Case Writing:**

The University's technical committee would assess the quality of the case, its standard and in which tier it may fall. At least 1-2 members of the committee must have a good experience in writing, teaching and assessing the cases.

Tier 1 – Case Outlets Rs. 90,000

The publishers may include:

- Harvard School Business Journal
- HEC Montreal
- Ivey Publishing
- Darden Business Publishing
- IIMA Cases
- NACRA – The Case Research Journal
- Asian Case Research Journal

\*The case study based on a real data, published in a text book by publishers such as Wiley, Springer, McGraw Hill, Prenhall and alike may also be considered as a Tier 1 Case.

Tier 2 – Case Outlets Rs. 40,000

The publishers may include:

- Emerald Emerging Markets Case Studies
- Asian Journal of Management Cases

Tier 3 – Case Outlets Rs. 20,000

The publishers may include:

- South Asian Journal of Management Cases (SAGE)
- IBA Business Review

On top of the rewards, the faculty who produces or works for R&D may also be given financial incentives in their annual faculty appraisals.

### **Filing of R&D Proposal/Case Writing for Funding:**

The University shall support and provide requisite resources in order to develop and file proposal for R&D funding. The University shall also provide support for case writing.

### **Best Researcher Award**

Best researcher award is given to those faculty members who have a proven track record in broadening the horizons of knowledge. The following parameters would be considered in order to select the best researcher:

1. Number of publications in HEC approved journals (Category X, Category Y). (~10%)
2. Number of publications in impact factor journals and their impact. (~40%)

3. Number of publications (accepted, presented) in conferences and approved by University Research Committee . (~10%)
4. Impact of the papers presented in conferences towards Thesis (MPhil, PhD) initiation.
5. Number of Thesis (MPhil, PhD) supervised in a given year and the papers published based on thesis work. (~20%)
6. Impact of R&D effort towards funded project (proposal submission, funding received, amount of funding received).
7. Trainings/workshops conducted at the national and international level.
8. Represented university at the national & international level (invited speaker, editorial board, technical committee, session chair, conference chair, member of university committees like AC, Syndicate, BoG, etc).

About 50% weight would be for points 1 & 2; 10% for pt3; 20% Thesis pt5; rest of 20% towards other contributions points 6-8.

To qualify for Best Researcher Award the faculty member must secure at least 60 out of 100 marks.

Award Nominee will provide face sheet of the research paper for verification. Only those papers will be considered which have been published during the previous three calendar years. No marks will be given to the papers which have only been accepted for publication and not yet been published.

There should be no disciplinary proceedings against the nominee during the last five years.

The University Research Committee will review and will recommend the final names of the selected teachers for the "Best Researcher Award".

### **University Research Committee**

A Committee consisting of all Deans & Select Research Scholar(s) (local, outside) would have the following ToRs:

1. The committee would review the proposals to be filed for seed funding and may recommend the funding required for initial R&D or Case writing. The committee may also reject the proposal for funding if not found suitable for further processing. The type of funding request may include TA/RA appointment, equipment for R&D, and lab infrastructure.
2. The committee would review the reward/funding request for R&D/Case task carried out by the faculty, which includes paper publication/case writing/development work/book/conference registration/travel/etc; and send its recommendations to Rector's office.
3. The committee may also recommend the reward in case it is not explicitly mentioned above but finds its importance. Or, the committee may also suggest improvement/reduction in reward (in case it is mentioned above).

### **Application Process:**

For any of the funding request by the faculty, the following documents are required to be submitted to University Research Committee as per the need of the request.

1. Application
2. Accepted paper along with its acceptance proof from the organizers/publishers – for conference funding (see other details also)
3. Proof of impact factor/HEC Category (if the paper falls in Journal category)
4. Copy of the final accepted paper (conference, journal)

5. Copy of the Case and its acceptance letter from the publisher
6. Proposal for seed funding in case funding is required for development or Case writing.

**Note:**

1. The author must apply for funding request to the University at least 3-4 weeks before the last date of Conference Registration after fulfilling the HEC condition.
2. The application must come through the office of respective Dean with recommendations/comments.
3. A faculty member may avail only one funding from the university in a year.
4. Priority may be given to those faculty members who have not availed conference/publishing funding in previous years.
5. In case the faculty member's case is approved then he/she is required to submit all the receipts to accounts office against the funding provided by the University.
6. All the funding for publication, conference attendance, case writing, etc. would be subject to the availability of the budget allocated in the particular year under R&D and recommendation of the University Research Committee