



I.B. (PG) College, Panipat

RESEARCH PROMOTION POLICY

Name of the Policy/ Guidelines	RESEARCH PROMOTION POLICY
Short Description	I.B. (PG) College Panipat Research Promotion Policy
Scope	This policy applies to all Faculty members, research scholars and PG students of I.B.(PG) College Panipat
Policy status	<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revised
Date of approval of Version	10 October 2019
Effective date	10 October 2019
Approval Authority	Governing Body
Monitoring	Research Development Cell
Responsible officer	Principal



RESEARCH PROMOTION POLICY
(Extract adopted from Kurukshetra University Kurukshetra
Our affiliating University)
I.B.(PG) COLLEGE PANIPAT

PREAMBLE

The I.B.(PG) College Panipat affiliated to Kurukshetra University is committed to transform lives and serve the society through pursuit of excellence in teaching, innovation, lifelong learning, cultural enrichment and outreach services. To accomplish its mission, College provides intellectually inspiring, academically challenging and supportive environment conducive to personal growth by engaging in innovative and leading-edge research within and across disciplines. This policy aims to promote quality research among the faculty members and Students of the College.

OBJECTIVES

- To motivate the faculty members for cutting-edge research and innovations
- To evince interest among faculty members for undertaking research projects of various funding agencies
- To encourage the faculty members for collaborative and interdisciplinary research projects
- To invigorate the faculty members for publication of quality research work
- ❖ To inspire the faculty members for sponsored consultancy projects
- ❖ To encourage the faculty members for creating, protecting and leveraging Intellectual Property Rights

❖ For Consultancy and IPR there is separate Policy
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To achieve the aforementioned objectives, the College institutes the following research awards and incentives:

A) RESEARCH AWARDS

The research awards shall be presented to the achievers annually w.e.f session 2020-21 based on the credits earned by regular faculty members of the College through various research activities.

IB COLLEGE Best Researcher Award (Faculties of Physical Sciences, Faculties of Life Sciences Management, Computer Science, Social Science, Commerce, Humanities)

I. IB COLLEGE Best Researcher Award

The **IB COLLEGE Best Researcher Award** shall be presented to faculty members achieving the highest credits based on the criteria mentioned in the Table 1. The minimum total credit points shall be 100. There should be minimum 15 credits each from any four categories. The recipient/(s) will be felicitated with a citation and memento. An individual can receive this award for a maximum of 2 times.

Table 1: Criteria for IB COLLEGE Best Researcher Award

S. No.	Research Activities	Categories	Credit Points		Remarks
1	Extramural Research Funding/Project (for each project)	1-5 (lakhs) >5-10 >10-20 >20-30 >30-50 >50-100 >100	05 10 15 20 30 35 40		<ul style="list-style-type: none"> ● Full credits will be given to PI (single PI) for each project ● In case of more than one Co-PI, then 40 % credits will be equally shared among them
2	Research Publications	Impact Factor (Thomson-Reuters) 0.5-1 >1-3 >3-5 >5-7.5 >7.5-10 >10	05 15 25 35 45 50		<ul style="list-style-type: none"> ● Single author (full credits) ● In case of more than one author, 60% credits will be given to first/corresponding author and 40% to all other authors ● Only research papers and review articles will be considered for credit points for each publication
3	Books Publications (Reputed publishers with ISBN number)	Text Book Reference Book	National 10 15	International 20 30	<ul style="list-style-type: none"> ● Single author (full credits) ● In case of more than one author, 60% credits will be given to first/corresponding author and 40% to all other authors. ● There will be capping of maximum 30 credits
4	Annual Citation Index as per Scopus (Excluding self citation)	Citations 25-50 >50-100 >100-200 >200-500 >500	05 10 20 30 40		<ul style="list-style-type: none"> ● Those papers will be counted which have been published as KUK University faculty
5	h-index of faculty member as per Scopus	05-10 >10-15 >15-20 >20-25 >25-30 >30-40 >40	05 10 15 20 25 30 40		
6	Research & Academic Awards and Fellowships	State Award/ Fellowship National Award/ Fellowship International Award/ Fellowship	20 30 40		<ul style="list-style-type: none"> ● From Government organizations and apex national/international academic bodies with minimum 10 years of existence ● Fellowship must be for the duration of at least 3 months

II. IB COLLEGE Best Research Departmental Award for Research & Innovation:

This award shall be given to the Department of College receiving the highest funding from external sources based on the utilization of the same during the period of the Project. The grant received and utilized from IB COLLEGE/MDU/UGC/DST/BRNS/CSIR etc. for research, conference, symposia etc. and consolidated research grants received by the faculty members of that department will be considered for this award.

➤ PERIOD OF RECKONING

The calendar year is the period for calculating the points earned by the faculty members that is from 1st January to the 31st December of the respective year. The applications will be received up to 31st March except for IB COLLEGE Best Research Department Award. The last date for the submission of application for IB COLLEGE Best Research Department Award will be 30th April.

➤ AWARD SELECTION COMMITTEE

Members from the research and Development Cell will decide the award and the decision of the committee shall be final and binding. Any staff member applying for award shall not be the member of the committee.

B) RESEARCH INCENTIVES

Research Publication Promotion Incentives

- Faculty member who would be able to publish research papers of excellent quality with a cumulative impact factor (Thomson Reuter) of more than five as first or corresponding may be awarded with a citation and memento.
- Any single publication by faculty member as first/corresponding author carrying impact factor (Thomson Reuter) of five or more may be awarded with citation and memento.
- Faculty member earning any National or International recognition (Awards/Fellowship) may be awarded with citation and memento.
- Faculty member with highest h-index in the College may be awarded with a citation and memento.

R & D/Consultancy Project Promotion Incentives

There may be provision of incentives for the faculty members awarded with extra mural funding for research project (minimum 5 lakhs) as per the following scheme:

Extra mural R&D Projects (Amount in lakhs)*	Consultancy Projects (Amount in lakhs)*	Incentives (Rs)
5-10	1-2	5,100/-
>10-20	>2-5	11,000/-
> 20-50	>5-10	21,000/-
>50-75	>10-20	31,000/-
>75	>20	51,000/-

*DST-FIST/UGC-SAP/DBT-IPLS or any other institutional grant will not be entitled for such incentives.

The incentive and a citation will be given to PI only. If project involves more than one faculty from our college the incentive will be shared among the participating faculty members in the ratio of 60:40 (PI: Co-PI).

Collaborative Research project with foreign University/ Institute

Any collaborative research project undertaken by the faculty with a foreign university/institute may be awarded with a citation and memento.

**The year in which the collaborative project commenced is the criteria for including this into the scheme.*

C) GRANTS TO PROMOTE RESEARCH AT COLLEGE LEVEL

- Initial seed grant for three years (1 lac per year) for the newly recruited faculty members (up to five years from the date of their joining) for establishment of their research work. The proposal could be submitted throughout the year and will be reviewed either through an expert committee or through Research and Development Cell. The proposal will be awarded on their merits. Only three projects will be awarded in a particular year and not more than one project will be given to same Department.
- Post seed grant for three years (1.5 lacs per year) may be given to the teachers who were appointed before 6-15 years. The proposal could be submitted throughout the year and will be reviewed through an expert committee through Research and Development Cell. The proposal will be awarded on their merits. Only three projects will be awarded in a particular year.
- Additional 10 duty leaves (for research purpose) may be sanctioned to the PI (having a major research project of more than 10 lakhs) for Project related work outside the College.

IB COLLEGE R&D Corpus fund shall be created by the college with sufficient amount to encourage research and innovations in the College.

Proforma for Research Awards

Category: IB COLLEGE Best Researcher Award

(Faculties of Physical Sciences, Faculties of Life Sciences, Management, Computer Science, Social Science, Commerce, Humanities)

Important:

1. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the College.
2. The period of reckoning will be calendar year i.e. January 1st to December 31st of the year under consideration.
3. The researcher is required to attach sufficient proof of each claim.
(Please use separate sheet wherever required.)

Name of the Researcher :

Designation :

Department :

Faculty :

Contact number :

E mail ID :

Extramural research Funding/project (for each project) Nature of the project and year of award	Category Amount in INR Lakhs	Credit points claimed as per guidelines of the policy	Credit points verified by the committee
Note: Please calculate credits for each project as amount in Lakhs 1-3= 5 Credits, >3-5= 10 Credits, >5-10= 20 Credits, >10-20= 30 Credits, >20-50= 35 Credits, >50= 40 Credits			
➤ Full credits will be given to PI (single PI) for each project ➤ In case of collaborative research, PI will get 60 % credits and 40 % credits will be given to Co-PI ➤ In case of more than one Co-PI, then 40 % credits will be equally shared among them			
Research Publications	UGC Listed Journals/ ICI indexed/ Scopus indexed/ Impact factor (Latest Thomson Reuters Only)	Credit points claimed as per guidelines of the policy	Credit points verified by the committee

	Please mention separately		
<p>Note: Please calculate credits for each publication individually with UGC Listed journal=05 Credits, Indian Citation Indexed=10 Credits, SCOPUS Indexed=15 Credits, Impact Factor as 0.1-1= 20 Credits, >1-2=25 Credits, >2-3=30 Credits, >3-5= 35 Credits, 5-10= 40 Credits.</p> <p>➤ Single author (full credits) ➤ In case of more than one author, 60% credits will be given to first/corresponding author and 40% to all other authors ➤ Only research papers and review articles will be Considered for credit points for each publication.</p>			
Books Publications (reputed publishers with ISBN number)	Text Book/Reference Book	Credit points claimed as per guidelines of the policy	Credit points verified by the committee
<p>Note: Please calculate credits for each book publication as Text Book National =10, International 20, Reference Book National=15, International=30.</p> <p>➤ Single author (full credits) ➤ In case of more than one author, 60% credits will be given to first/corresponding author and 40% to all other authors. ➤ There will be capping of maximum 30 credits.</p>			
Annual Citations as per Indian Citation Index (Excluding self-citations)	Number of citations	Credit points claimed as per guidelines of the policy	Credit points verified by the committee
<p>Note: Please calculate as per total citations appeared in the countable year as 10-20= 05 Credits, >20-50= 10 Credits, >50-100 =20 Credits, >100-200=30 Credits, >500= 40 Credits.</p> <p>Only Those papers will be counted which have been published as IB COLLEGE Faculty.</p>			
Research and Academic awards and Fellowships (Name of the award)	Agency awarded and year of award	Credit points claimed as per guidelines of the policy	Credit points verified by the committee
<p>Note: Please calculate credits as State Award/Fellowship= 20 Credits, National Award/Fellowship= 30 Credits, International Award/Fellowship= 40 Credits.</p>			

➤ From Government organizations and apex national/international academic bodies with minimum 10 years of existence ➤ Fellowship must be for the duration of at least 3 months			
		TOTAL CREDIT POINTS CLAIMED	TOTAL CREDIT POINTS VERIFIED BY THE COMMITTEE

Date and Signature of the Researcher :

Forwarded by concerned Head of Department :

Signatures of the verifying committee members:

Proforma for Research Incentives

Category: Collaborative Project

Important:

1. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the College.
2. The period of reckoning will be Financial Year i.e. April 1st to March 31st of the concerned year.
3. The researcher is required to attach sufficient proof of each claim.
4. Please use separate sheet wherever required.
5. The year in which the collaborative project commenced is the criteria for including this into the scheme.

Name of the Researcher :

Designation :

Department :

Faculty :

Contact number :

E mail ID :

Title of the Collaborative project :

Funding agency :

Collaborative Inst./Org./Univ./College :

PI/CO PI :

Year of award :

Duration of the project :

Total amount sanctioned :

Individual/College share :

Please write in brief (about 200 words) how the College will be benefitted with the collaborative project.

Date and Signature of the Researcher :

Forwarded by concerned Head of Department:

Signatures of the verifying committee members:

Proforma for Research Incentives

Category: Research Publication Promotion Incentives

Important:

1. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the College.
2. The period of reckoning will be calendar year i.e. January 1st to December 31st. of the concerned year.
3. The researcher is required to attach sufficient proof of each claim.
4. Publication as First or Corresponding author only will be considered.
5. Please use separate sheet wherever required.

Name of the Researcher :

Designation :

Department :

Faculty :

Contact number :

E mail ID :

Details of Publications:

S. No.	Authors (In serial as appeared in publication)	Role as First author/Corresponding author	Title of the paper and Name of Journal	Year, Volume and Page number	Latest Impact factor as per Thomson Reuters Only

		Cumulative impact factor			
		h-index in the applicable year (SCOPUS Only)			

Date and Signature of the Researcher :

Forwarded by concerned Head of Department :

Signatures of the verifying committee members :

Proforma for Research Incentives

Category: R & D/ Consultancy Project Promotion Incentives

Important:

1. Before filling up the form, please read the guidelines mentioned in the Research Promotion Policy adopted by the College.
2. The period of reckoning will be Financial Year i.e. April 1st to March 31st. of the concerned year.
3. The researcher is required to attach sufficient proof of each claim.
4. Please use separate sheet wherever required.

Name of the Researcher :

Designation :

Department :

Faculty :

Contact number :

E mail ID :

Extramural research Funding/project (for each project) Nature of the project (MRP, RPS etc.) and year of award	Category Amount in INR Lakhs			Incentive claimed as per guidelines of the policy	Incentive verified by the committee
	Sanctioned	Released/ Received	Utilised		

Nature of Consultancy undertaken	Total amount in INR Lakhs		Incentive claimed	Incentive verified by the committee
	Promised as per agreement	Received so far		
TOTAL INCENTIVES CLAIMED				---
TOTAL INCENTIVES VERIFIED BY THE COMMITTEE			---	

Note: Incentives for extra mural funding for research project (minimum 5 lakhs) as per the following scheme:

Extra mural R&D Projects (Amount in lakhs)*	Consultancy Projects (Amount in lakhs)*	Incentives (Rs)
5-10	1-2	5,100/-
>10-20	>2-5	11,000/-
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>50-75	>10-20	31,000/-
>75	>20	51,000/-

*DST-FIST/UGC-SAP/DBT-IPLS or any other institutional grant will not be entitled for such incentives. The incentive and a citation will be given to PI only. If project involves more than one faculty from our college the incentive will be shared among the participating faculty members in the ratio of 60:40 (PI: Co-PI).

Date and Signature of the Researcher :

Forwarded by concerned Head of Department :

Signatures of the verifying committee members:

A Committee of the following Staff Members and external experts is hereby constituted to prepare the **Research Promotion Policy** of I.B.(PG) College Panipat. The committee is required to submit the policy document within 30 days from the date of notification of the committee.

Principal

1. Prof. S.K. Chakarvarti, Ex-NIT Kurukshetra
2. Prof. Ranjana Sharma, Associate Professor and HOD, Deptt. Chemistry, I.B.(PG) College Panipat.
3. Dr. Nidhan Singh, Associate Professor and HOD, Deptt. of Botany, I.B.(PG) College Panipat.
4. Dr. Vikram Kumar, Associate Professor, Deptt. Chemistry, I.B.(PG) College Panipat.