



## **FACULTY REWARD AND RECOGNITION POLICY- RESEARCH INCENTIVE SCHEME**

### **Preamble**

This Policy will come into effect from the date of its approval and can be amended from time to time.

*Purpose:* This Policy recognizes and rewards the achievements of the teaching and research staff of Sanjay Ghodawat University for their outstanding contribution to research, publications and research commercialization by providing them incentives and awards.

*Scope:* This Policy applies to teaching and research staff of Sanjay Ghodawat University who are extraordinarily contributing in the research.

### **Policy**

The sustenance of a university depends upon the intellectual capital of teaching and research staff. When performance measurement is required for any system driven organization, there is a possibility of subjectivity in evaluation. It may lead to biases and unavoidable comparisons. Hence it is recommended to retain talent and to promote research interest among the teaching and research staff of the university.

Sanjay Ghodawat University proposes to provide incentives and rewards to teaching and research staff for their extraordinary contribution in research work. It will equip them with better career growth and monetary benefits. The following schemes cover the areas where outstanding research contribution of academic and research staff may be rewarded.

### **Details:**

#### **1. Guiding research scholars for Ph. D./ Research Guide for Ph.D**

Rs. 10,000/- for each Ph.D. awarded from Sanjay Ghodawat University and only when the beneficiary is Principal Supervisor (Main Guide) of the Ph.D. Project.

#### **2. Getting sponsored projects**

1.25% of the total project amount will be awarded as incentive to the Principal Investigator of SGU. This amount will be given after submission of final project report and utilization certificate.

#### **3. For being editor in chief of an International Journal**

Scopus Indexed/Web of Science/listed: Rs. 10,000/- Per Annum

#### **4. Publication of research papers/articles/case studies**

<b>Category of Publications</b>	<b>Financial Incentives *# (Per Paper)</b>
International Peer Reviewed Journals with <b>Impact factor above 10</b>	Rs. 20,000/-
International Peer Reviewed Journals with <b>Impact factor between 5 to 10</b>	Rs. 10,000/-





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Category 'A' (Cabells Directory/Journals of Science & Technology) with <b>Impact factor between 3 to 5</b>	Rs. 6,000
Category 'B' (Cabells Directory/Journals of Science & Technology) with <b>Impact factor between 1 to 3</b>	Rs. 4,000/-
Category 'C' (Indexed Journals including UGC care listed)	Rs 3,000/-

### 5. For publishing book

Category	Incentives <sup>\$</sup>
A) Authored Full Book by the International Publisher	Rs.25,000/-
B) Edited Full Book by the International Publisher	Rs.15,000/-
C) For Book Chapter/Monograph by the International Publisher	Rs.10,000/-
D) Authored Full Book by the National Publisher	Rs.10,000/-

### 6. For seed money to SGU researchers

Up to Rs 2,00,000/- for one year will be given as research grant to regular university faculty member.<sup>£</sup>

### 7. Presenting research paper in National/International Conference:

Registration fee maximum up to Rs 5000/- will be paid (Once in academic year provided the conference proceeding is indexed).

### 8. Incentives for SGU researchers for receiving state/national/international recognition/awards:

After verifying the level of recognition/award by the appointed committee and by the Vice Chancellor, the teacher will be eligible to get benefits as per the committee recommendations.

### 9. For IPR:

There will be support from university to file and maintain IPR as per university IPR policy.

**Note:** \* Scopus/Web of Science/Pub Med/Indexed; for first/corresponding author from SGU.

For more than one SGU authors amount will be shared.

# Co-author with SGU affiliation will be awarded with 40% of the total amount.

\$ Based on verification of credibility of international/national publishers. For more than one SGU authors amount will be shared equally. But the amount per author will be calculated as the total amount /number of authors

£ Proposal to be submitted as per university format (*Annexure I and II*) and subjected to evaluation as indicated in guidelines (*Annexure III*).





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### General Policy Guidelines

- This policy will come into effect from the date specified above after approval and can be amended from time to time.
- It is expected that the professors of university will take their normal teaching workload and are not expected to seek exemption from the same.
- The claim incentive against any assignment is subject to prior approval of competent authority. The University may not permit an assignment in case of exigencies where the normal work is likely to get adversely affected.
- Any other incentive may be added to existing ones/may be deleted at the discretion of the University.
- In case of ambiguity in interpretation of any of the provisions, the decision of the Vice Chancellor will be final and binding.
- With respect to the Incentive Scheme, the Coordinators/HoDs/Deans shall report any achievement of their respective teaching staff members in tune with the policy guidelines to the office of Dean Research at the end of each financial year (in the month of February).
- The office of Dean Research will process all information to arrive at the recipients of the incentives for duly approval by the Vice Chancellor.
- The incentive will be paid out at the end of the Academic Year.

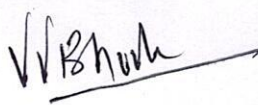
### Status and details

Status	Approved
Effective Date	9 <sup>th</sup> May 2022
Review Date	8 <sup>th</sup> May 2023 (one year)
Approval Authority	Hon. Vice Chancellor
Implementation Officer	Dean Research
Enquiries Contact	9028466507 / 0230-2463718

  
Dean Research

  
Registrar

  
Vice-Chancellor

  
Trustee



**Proposal Format for Seed Funding  
(APPLICATION FORMAT)**

1.	<b>Broad Research Area</b>		
2.	<b>Specialization</b>		
3.	<b>Title of the proposed project</b>		
4.	<b>Name and address of the Investigator/Co-Investigator</b>		
5.	<b>Origin of the Proposal</b> <i>(Maximum 1 page, minimum 150 words)</i> <i>(Scientific rationale and importance of the proposed work. Proof of concept/preliminary studies, if any)</i>		
6.	Review of status of Research and Development in the subject <b>6.1 International Status:</b> <i>(Maximum 2 pages)</i> <i>(Researchers working in the area worldwide and their contributions must be properly highlighted with recent references and reviews. A correct and faithful description of the international research status must be given)</i> <b>6.2 National Status:</b> <i>(Maximum 1 page)</i> <i>(Same as above to cover the contribution of Indian Scientists in the project area)</i>		
7.	<b>Importance of the proposed project in the context of current status</b> <i>(Maximum 1 page)</i> <i>(Highlight what is the new area or gap which will be solved in the project relating to what is already known. This is a very important section to project the novelty content of the proposal)</i>		
8.	<b>Research Plan</b> <i>(Maximum 3 pages)</i> <i>(Outline the overall strategy to be used to accomplish the proposed work including broad structure of activities to be undertaken and a general description of methodology and procedures)</i>		
9.	<b>Suggested Plan of action for utilization of research outcome expected from the project.</b> <i>(Maximum ½ page)</i>		
10	<b>Key publications of the Investigator during the last 5 years</b>		
11	<b>Bibliography</b>		
12	<b>Equipments available with the Group/ Department/Other Institutes for the project</b>		
	<b>Equipment available</b>	<b>Generic Name of Equipment</b>	<b>Model, Make &amp; year of purchase</b>
			<b>Remarks including accessories available and current usage of equipments</b>
	PI & his group		
	PI's department		
	Other Institute(s) in the region		



**Research Ethics**

(The pre-submission form must be completed before any research proposal gets submitted/ forwarded for external/internal funding)

Reviewer (Not to be filled by PI)	
Name of the Principal Investigator(PI)	
Project Code:	
Title of the project	
Department/ School	
Email and phone number of PI	
Funding agency	
Closing date of submission of proposal	
<b>Summary of Project (maximum 500 words):</b>	



**1. Check List (PI will mark) :**

No.	Particulars	Yes	No
1	Does the project include honorarium / salary for the Principal Investigator/co-investigators?		
2	Is University finance required for the project?		
3	Is overhead cost included in the proposal?		
4	Does the project involve human subjects?		
5	Does the project involve use or generation of Bio-hazardous material?		
6	Does the project involve use or generation of explosive materials?		
7	Will there be any restrictions on the publication of results?		
8	Does the project involve certification of animal care?		
9	Does the project involve DNA technology?		
10	Does the project involve a potential conflict of interest for researchers?		
11	Does the project involve ionizing radiations?		
12	Does the project involve clinical trials?		
13	Does the project involve any environmental concern?		
14	Will there be any restrictions on the Patenting of findings in the project?		
15	Are there any specific proposals concerning ownership of intellectual property rights?		

**2. Declaration by the Principal Investigator:**

I certify that as an academic staff member of the University, my participation in the project must be in accordance with my appointment and the University obligations and policies. The information provided in the application is complete and accurate. I have included overhead or indirect costs which are permitted by the sponsor. I fully understand and accept reporting obligations and other deliverables associated with this grant.

Date

Signature

(PI)



**3 Specific amendments or questions for researchers / PI:**

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**4 Other Comments:**

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Please return as an attachment via email to: [dean.research@sanjayghodawatuniversity.ac.in](mailto:dean.research@sanjayghodawatuniversity.ac.in)

**Recommendations:**

1. Discussion by SGU-REC	
2. Approved	
3. Approval subject to amendments	

**Name and Signature of Reviewer**

**Signature of Research Ethics Committee Member**