



G L BAJAJ GROUP OF INSTITUTIONS

NH # 19, Mathura-Delhi Road, PO-Akbarpur,
Mathura - 281406 (Uttar Pradesh)

w.e.f. 1st July 2024

RESEARCH INCENTIVE POLICY

Objective

Research and Innovation are an integral part of institute's vision and mission, up gradation and promulgation of knowledge remain at the core of the Institute's working. All Faculty members are required to explore its institutional ancestry, resources, talents and capacities of current staff, and its realistic practical opportunities. Research talent is an asset, so the recognition, retention and recruitment of well-trained, exuberant and innovative researchers should be practiced. As researchers need to devote a lot of time, not only for their work but also for their development, GLBGI expectations of research performance should be in tune with the teaching duties.

The research policy has been introduced to gauge the performance of the researchers along with a strict monitoring and assessment. This document is intended to encourage GLBGI faculty to contribute and work in area of research publication, project and consultancy.

Employees of G L Bajaj Group of Institutions (GLBGI) who is appointed on a fulltime basis or on probation or those who are appointed on a contract basis, can publish their original research/work mentioning G L Bajaj Group of Institutions as their affiliation.

Research Publications (Journals)

1. Incentive will only be provided to the publications in indexed journals like SCI / SCI-E / ESCI / Scopus / SSCI / ABDC for papers in Technology, Science, Management and Social Sciences.
2. The impact factor of the journals in which the paper has been published will be taken into consideration while giving the incentives. The incentives can be availed by the faculty based on the following

Table-1

Category	Impact Factor/Cite Score	Incentive (in Rs.)
SCI/SCIE	Above 2.000	12,000/-
	1.000 to 2.000	10,000/-
	0.500 to 0.999	8,000/-
	0.25 to 0.499	6,000/-
ESCI/Scopus/SSCI/ABDC	ESCI/Scopus/SSCI/ABDC	5,000/-

3. Incentive benefits will be claimed as per the table given below

Table-2

Research Paper Category	Claim Distribution as per Author Position			
Single Author Paper	100%			
Two Author Paper	1 st (60%)	2 nd (40%)		
Three Author Paper	1 st (50%)	2 nd (25%)	3 rd (25%)	
Four Author Paper	1 st (40%)	2 nd (20%)	3 rd (20%)	4 th (20%)
Five or more Author Papers	Claim will be settled up to first four authors only			

4. The Institute shall not be responsible for any copy right/plagiarism issue against research publication by the Author. All responsibilities lying with the respective author(s).
5. The maximum amount that can be claimed by a faculty for the Research Publication (SCI / SCI-E / ESCI / Scopus) in an academic year would be Rs 50000.
6. Publication of one research paper in an academic year is a requirement for assessment, therefore, research incentive claim will be entitled from second research paper.

7. The date mentioned online should to be considered as the date of publication. A proof of journal paper and its indexing must be submitted while making the claim.

Presentation of Research Papers in Scopus Indexed Conferences (Inland)

1. The papers by the authors must have been presented at an International/ National Conference (viz. IEEE/Springer/Willey/IPC, etc.) hosted by premier institutes like IITs/ IISC/ NITs/Universities/ Deemed Universities, etc. Only Oral presentation of research papers will be acceptable.
2. The faculty will be allowed Duty Leave + Registration Fee + TA. On actual basis (As per institute TA Roles) or Rs. 10000/- whichever is less. The maximum numbers of two days' duty leave will be allowed in the academic period. Financial claim will be entertained from 2nd paper.
3. If there is a joint authorship, then this facility can be availed only by one faculty. The financial assistance provided to any faculty will be limited to Rs. 10000/- for presenting research papers in Conferences of repute. The claim will be entertained only once in an academic year.

Presentation of Research Papers in Conferences (Abroad)

1. (a) The faculty member wish to present paper in any conference outside India must apply to AICTE/AKTU (which provides scope of 100% funding as per their norms) or other Funding Agencies of Govt. of India/Govt. of Uttar Pradesh.
(b) In case of funding not granted under 1 (a), the GLBGI may consider request for funding of 40% amount (maximum Rs.35000/-) of Registration Fee + TA. (As per institute TA Rules).
2. The faculty would be sanctioned this amount only if he/she completed three years' continuous service in GLBGI and his/her track record is found satisfactory. A panel of Research and Development Cell members would judge the candidate's record. The claim will be entertained only once in two academic years.
3. The Research and Development Cell has special right to increase or decrease the frequency and funding limits.

Citation Incentive

1. For citation of published papers under the affiliation of GLBGI, an amount of INR 100/- citations will be awarded. Self-citation will not be considered under this incentive scheme.
2. For each citation, the awarded amount to be shared among all the authors in case of more than one author.

For attending Workshops/Seminar/FDPs

1. If the faculty member attends a Seminar/Workshop/FDP, the Institute would be reimbursed the Registration Fee to him/her or Rs.2000/- whichever is less. Minimum six months service is required as eligibility for claim. Financial claim will be entertained from 2nd activities.
2. The institutions hosting the Workshops/Seminars/FDP's must be renowned like the IIT, ISC, NITs, Universities and Deemed Universities.
3. A faculty member can attend Workshops/Seminars/FDPs at above mentioned institutes only once in an academic year. The Maximum number of seven days' duty leaves would be granted during the lean period and one-day duty leave would be granted in the academic period.
4. The faculty members who have attended any FDP's from other Institutes must deliver a lecture in their respective department. It is desirable; the faculty member should also promulgate the gained knowledge among the students by organizing workshops/seminar.

Publications of Book

Faculties are regularly motivated to publish books or Monographs. Incentives are also provided to them for the same as per the cap given below.

Table-3

S. No.	Details	Published By	Amount (Rs.)
1	Full Book (with ISSN/ISBN No. whenever necessary)	Renowned International Publisher*	10000/-
2	Full Book (with ISSN/ISBN No. whenever necessary)	Renowned International Publisher*	5000/-
3	Edited volume of book with articles or chapters (with ISSN/ISBN No. whenever necessary)	Renowned National Publisher*	2000/-
4	Monographs	National/International Level	2000/-

*As per UGC-directives

Table-4

Books Category	Claim Distribution as per Author Position			
Single Author	100%			
Two Author	1 st (60%)	2 nd (40%)		
Three Author	1 st (50%)	2 nd (25%)	3 rd (25%)	
Four Author	1 st (40%)	2 nd (20%)	3 rd (20%)	4 th (20%)
Five or more Author	Claim will be settled up to first four authors only			

Research Grants/Grant for Up gradation of Research Infrastructure

1. Proposals for getting grants from various funding agencies have to be submitted by the faculty members. The funding may be required for projects which may involve modernization of laboratories or research infrastructure, acquiring of equipment required for research study or conducting of surveys, etc.
2. Research incentives will be 2% (not more than Rs. 10000/-) of total amount received.
3. There would be only one Principal Investigator and the faculty members who would be helping the principal Investigator with any other titles would be treated as Co-Investigators during the calculation of the incentives. Incentives will only be provided to the Principal and Co Investigators from the GLBGI.

Undertaking Consultancy Projects

Share of 50% consultancy amount will be hold by the GLBGI for its infrastructure and other support for research and consultancy development. Remaining 50% will be spent on salary of technical staff consultancy feel travel and lodging expenses on consultancy project according to the recommendation of Project.

Membership of Professional Societies (IEEE, ACM, CSI,ISTE, ICEIT etc.)

1. All faculty members having more than five SCI/ SCI-E/ESCI/Pubmed /SCOPUS/ index Medicus research papers, acquiring membership for National and International professional societies are eligible for reimbursement of 50% of membership registration fee maximum up to Rs. 5000/-.
2. No life membership fees will be reimbursed for any professional society/association.

Ph.D. Attainment-Full Time & Part Time

The Institute encourages its Faculty members entering service without a Ph.D. to register themselves to acquire Ph.D. degree in the relevant discipline from Institutes/ Universities of repute

Incentives on attainment of Ph.D. Degree

1. Faculty Member (Assistant Professor, AGP: 6000) who attained Ph.D. degree during service shall be entitled for three increments if such a Ph.D. is in the relevant branch/discipline and has been awarded by a University of repute. Scholars from other universities/institution should have to publish at least one refereed journal publication (SCI-Thomson Reuters).
2. Maximum of 12 duty leaves will be allowed in an academic year up to a maximum 3 years.

3. The Ph.D. incentives in terms of increments will be applicable from the next month of date of submission of the application copy along with the copy of the degree certificate/PDC.

Incentives on Ph.D. Guidance

Faculty Members who have guided Ph.D. scholar as main guide (co-guide are not allowed) and his/her Ph.D. scholar has successfully attained Ph.D. degree are eligible for following incentives.

Category of University/Institutions	Amount
A- National Importance Institutions	15000/-
B- Top Ranked University/Institutions (other than A)	10000/-
C- Other Universities/Institutions	5000/-

*NAAC accredited (as applicable)

Entitlement will be started from attainment of 3rd Ph.D. degree guidance.

Document Required: Copy of All Ph.D. degree certificate/PDC, a Certificate from awarding institution/university certifying that particular Ph.D. work was successfully completed under your guidance.

Patent: GLBGI owed IP

1. If the Patent's applicant is GLBGI, then 100% funding would be from the Institute.
2. In case, the patent is commercialized, the value shall be shared among the inventors and GLBGI in the ratio of 10:90.

Patent: Joint IP between GLBGI and inventor

1. In case of joint IP, provisional and complete patent filling expenses shall be shared 50:50 by both the parties and ownership will be jointly in the name of GLBGI & the inventor.
2. Any revenue proceeds from the commercialization of joint IP would be shared 50:50 between both the parties.

Ethics in Research

The basic responsibility of the Research and Development Cell is to ensure a competent review of all ethical aspects of the project proposals received and execute the same free from any bias and influence that could affect their objectivity. The Research and Development Cell should ensure the scientific soundness of the proposed research through appropriate review committees.

Custodian of Policy

The implementation and updating of the Research Policy shall be carried out by the Research and Development Cell.

Period of Reckoning

The calculation period would be at the end of every academic year.

Payment of Incentive

Duly filled (All evidence verification by respective HOD and Recommended by Research and Development Cell) prescribed claim form (Annexure-1) will be submitted by the claimant to Accounts Section.

All Claims will be settled in two cycle.

Cycle-1 : 1 July to 31 July , *Cycle-2* : 1 January to 31 January