

## UNITED GROUP OF INSTITUTIONS

### RESEARCH POLICY

#### 1. PURPOSE

UGI has always inculcated a vibrant atmosphere to promote teaching and research amongst its scholars, students, faculty members and staff. The purpose of research policy at UGI is to encourage research outcomes in terms of Research Publications, Book / Book Chapter writing, copyrights, Patents, Extramural research grants, Consultancy provided and revenue earned etc.

#### 2. OBJECTIVES

- To initiate, develop, and sustain **research culture** amongst scholars, students, faculty members and staff.
- To ensure effective and efficient support to facilitate faculty members and researchers in carrying out their research activities so as to facilitate them to publish their research work through papers for recognition in **High-Impact Factor / equivalent NASA rating Journals** e.g. IEEE / ACM/ Wiley/ Springer/ Taylor & Francis etc, indexed in SCI/ Scopus/SCIE/A&HCI and Web of Science.
- Encouraging interdisciplinary and multi-disciplinary collaborations in the UGI, paving way for national and global collaboration.
- A Research Grant Scheme (RGS) should be initiated to support faculty in taking up challenging product oriented R&D problems to string the research culture. This will also help in exposing undergraduates and post graduates students and Ph.D. Scholars to real-world problems and case studies.

#### 3. EXPECTED OUTCOME

- ❖ To expand the frontiers of knowledge and contribute to Intellectual Property (IP), which enhance our national and state economies enormously.
- ❖ To improve the quality of research and innovation related activities.

#### 4. CUSTODIAN OF POLICY

All research related activities and policy in UGI shall be governed through the Office of Dean Research and Development functioning under the Principal of the Institute / Institute Management. For award of the incentives and calculation of credit points, following Research committee (for every institute) is constituted:

Chairman	Dean (Research and Development)
Member	Professor nominated by Principal / Management
Member	Heads of Departments

The committee shall send the minutes of meeting and recommendations to concerned Principal/Director and Institute Management for approval.

**The committee shall meet twice every academic year.**

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## 5. INITIATIVES FOR EFFECTIVE AND EFFICIENT RESEARCH AND INNOVATION IN UGI

UGI is progressing and transforming gradually and steadily, but there is a need to develop strategies and start taking necessary measures for enhancing research and innovation at all the institutions. This is also important due to challenges emerging out of the fast changing international scenario. National Education Policy 2019 also stresses upon for carrying out intensive research on thrust areas.

The focus should be on carrying out research which can be used to resolve issues / problems of industry, society etc. This should not be for just producing a dissertation to be kept on library shelves. Research and innovative work which can be implemented and is producing evidence of giving a solution to present day to day or future issues for enhancing the productivity and quality of life will be encouraged.

In order to meet and fulfill research objectives, UGI (every institutions of the UGI) has or will be implementing following initiatives:

- **Research Emphasis on Recruitment of Faculty:** UGI has well defined faculty recruitment policy at all levels.
- **Research Emphasis on Promotion of Faculty:** Besides other qualities of a faculty member, equal emphasis and importance will also be given to research activities such as papers published, students' guidance, sponsored research projects and patents granted.

Instead of giving appointments and promotions for Assistant Professor/Associate Professor/Professor based only on API (Academic Performance Indicators for appointments and promotions), it should give priority to quality based and number of research work using impact factor and citation index etc. and also upon funded research projects which is likely to add some innovation to exiting one.

- **Application Based Education**

For promoting research, it is essential that faculty, scholars, staff and students think for the same. Research oriented curriculum and teaching pedagogies are the best way for doing the same. Self-discovery, problem-solving ability, opportunity for creativity to learners should have a place in the curriculum and teaching strategies. Curriculum should also take care of the needs of society. **Trained Manpower for Research** is an important requirement for promotion of research in an institution. For developing such manpower courses related to research methodology needs to be included into the curriculum. Selected manpower may be trained on identified thrust areas of research.

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- **Need-based Research**

Merely doing research, which cannot be **converted / translated to a product for use of the society or enhancing the productivity and quality of life**, should not be promoted. Addressing needs of the society through contextual research is the need of the hour. If possible, members of the society / community should be invited to tell their problems / difficulties and based upon those suggestions the research should be conducted. This may also give an opportunity for **inter-disciplinarily collaborative** research involving two or more disciplines.

- **Integrity and Ethics in Research**

Integrity and ethics are extremely important aspects of any research and all the researchers need to be educated about these. This will also ensure the high quality and standard of the research. Education need to be provided for **plagiarism, duplication, gift and ghost authorships, salami publications, outsourced publishing, confidentiality, privacy, non-maleficence, beneficence, autonomy etc to all concerned. Indian laws about IPR, IT etc** should also be introduced to all researchers.

- **Funding and Infrastructure for research**

**Funding and infrastructure** are two important requirements for research. Besides funding from UGI, it is expected to explore the possibilities of funding from industries (both public and private), NGOs, state, regional, national and international agencies such as AICTE, UGC, ICAR, ICMR, DST, DBT, ICMR, SERB, WHO, UNO, World Bank etc

**UGI** has state of art innovation Hub, computer laboratories and software for research work. For improving the quality of research, which will be called as High Quality Research Work, sophisticated equipment, databases, software and access to literature through databases such as Science Direct, IEEE Medline and Toxline etc. should be provided.

## 6. Awards and Incentives

**Note:**

- **The award and incentives proposed are for improving the quality of research work and cannot be claimed as right.**
- **Information should be submitted immediately after publication/funding etc. to the Office of Dean (Research and Development) through Head of Department. Information for all the published papers should be submitted along with the plagiarism report using the software available at the UGI.**

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- Decision of the Office of Dean Research will be final and the research award / Grant / Cash Incentive/Leave benefit cannot be claimed as a right.
- Each faculty member (Assistant Professor/ Associate Professor / Professor) who has completed Ph. D. is expected to publish minimum one research paper per year in reputed journals with high impact factor.
- Faculty members pursuing Ph. D. will be eligible for incentives, if they publish more number of papers in reputed journals with high impact factor than required for submitting the Ph. D. thesis as per concerned university norms.
- Faculty members/Postgraduate students pursuing M. Tech will be eligible for incentives, if they publish more number of papers than required for submitting the M. Tech. thesis as per concerned university norms, in reputed journals with high impact factor. In the absence of norms they will be eligible if they publish more than one paper.
- Undergraduate students will be eligible for incentives, if they publish papers in reputed journals under the guidance of faculty member(s).
- All the publications, if required shall be “Clarivate authenticated”.
- The editors of the books will be considered for incentives, based on the recommendations of Office of Dean (Research and Development).
- Research publications in paid journals will not be considered for incentives. However, payments made for extra – pages (more than the prescribed limit of the journal) will not come under this category.
- Projects funded from DST/AICTE/UGC/CSIR/ICAR/ISRO or any other State / Central Government agency or any international agency will not be eligible for such incentives.
- For collaborative research works only faculty member from UGI shall be eligible.
- It is expected from each Associate Professor and Professor to be working for at least working for one externally funded research and consultancy project.
- Institute Management reserves the right to modify or amend this policy in whole or in part at any time with or without notice.
- Incentives will be calculated for the current academic year.
- This policy shall be effective from AUGUST 01, 2023.

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**Calculation of Credit points:** The credit points will be calculated as per the table given below:

### I. Research Publications

- Only those papers will be counted which have been published as UGI faculty.
- In case of publication by single author full credit (100%) will be given.
- In case of more than one author, 60% credits will be given to first / corresponding author and 40% to be distributed amongst all other authors.
- Only research papers and review articles will be considered for credit points for each publication.
- All the published review articles will be considered after the recommendation of Research Committee

Sl. No.	Criteria	Credit Points
1.	Impact Factor (Thomson- Reuters) 0.5 to 1 >1 to 3 > 3 to 5 >5 to 7 >7 to 9 >9	15 to 20 21 to 24 25 to 34 35 to 44 45 to 49 50
2.	Scopus Indexed	10 to 15
3.	Annual Citation Index as per Scopus Citations (Excluding self citation) >25-100 >101-200 >200-350 >351-500 >500	05 to 10 11 to 20 21 to 30 31 to 40 45
4.	h-index as per Scopus 05-10 >10-15 >16-20 >21-25 >26-30 >31-40 >40	05 10 15 20 25 30 35

### II. Book Writing / Editing

Sl. No.	Criteria	Credit Points
1.	Books published by Reputed publishers with ISSN and ISBN numbers (Springer, Wiley, Taylor and Francis, PHI, McGraw Hill and similar)	25 to 40
2.	Books Edited with Reputed Publisher with ISSN and ISBN numbers (Springer, Wiley, Taylor and Francis, PHI, McGraw Hill and similar)	10-20
3.	Teaching Manuals / Book Chapters	05-10

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**III. Patents and Copy Right**

- The incentive for grant of patent/copyright will be equally divided among all the inventors from UGI.
- In case of foreign patents/copyright Research Committee will award the credit score in the range of 25 to 40.
- IF UGI bears all the cost of filing Patent/copyright by faculty member/Ph.D. Scholar/PG/UG Student then faculty member/Ph.D. Scholar/PG/UG Student Scholar/PG Student **shall be the Inheritor** and UGI will be the **owner in Patent Application**.
- If the above Patent/copyright is used for commercial purpose, then the royalty will be shared between UGI and Inventors as per mutually agreed terms and conditions (Generally 50% each)

Sl. No.	Criteria	Credit Points
1.	Patent/copyright Granted	
	(i) Indian	(i) 25 to 40
	(ii) Foreign	(ii) As per decision of research committee

**IV. Consultancy Projects**

1.	Funding amount (Lakhs)	Credit Points
	1-5	03 to 05
	6-15	06 to 15
	16-30	16 to 30
	31-45	31 to 45
	46-60	46 to 60
	61-100	61 to 100
	100 and above	100

**V. Incentives Based On Calculated Credit Points****(i) For Consultancy Projects**

Consultancy Projects Credit Points	Incentives (Rs)
03 to 05	10,000/-
06 to 15	11000/- to 20,000/-
16 to 30	21,000/- to 40,000/-
46 to 60	41,000/- to 50,000/-
61 to 100	51,000/- to 1,00,000/-
Above 100	Above 1,00,000/- as decided by CRC and Management

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**(ii) For Research Publications, Books, Patents and Copyrights**

<b>Research Publications, Books and Patents Credit Points</b>	<b>Incentives (Rs)</b>
05 to 09	05,000/-
10 to 24	11,000/-
25 to 34	21,000/-
35 to 44	31,000/-
45 to 49	41,000/-
50	51,000/-

**VI. Other Incentives****A. Incentives for Pursuing Ph.D. at United University****Objective**

To motivate and encourage the faculty members to improve their qualifications by pursuing Ph.D. program available in the **United University**.

**Note:** All the incentives will be awarded as per the recommendations of the Research Committee.

- ❖ After allotment of a Ph. D. guide at the United University to a selected faculty member each research guide shall be granted a seed money of Rs. 25,000/- in the first year of registration of the research scholar.
- ❖ This Seed Money shall be utilized for purchase of equipments / books / data / testing charges / consumables **as per the purchase policy of the UGI / UU**.
- ❖ For utilization of the seed money, Research Guide should seek the approval of Director / Principal of the Institute in which the concerned Faculty member pursuing the Ph. D. is working, for the expenditures to be done.
- ❖ Seed money will not be sanctioned more than Rs. 10000/- in a single instance, which if, utilized, must be settled by the research guide in the same financial year or should be returned back.

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**B. Incentives for Attending National and International Conferences and Faculty Development Programs**

**Objective**

To motivate and encourage the faculty members, to attend National / International Conference / Seminar / Workshops / Symposia and Faculty Development Programs to improve their overall performance.

Note:

- I. Before applying for the above incentive, **faculty members must explore the possibilities of financial assistance** from AICTE and other agencies including the event organizers.
- II. All faculty members having **completed two years at UGI will be eligible for national** events as described above.
- III. All faculty members having **completed three years at UGI will be eligible for international** events as described above.
- IV. Incentives in form of financial assistance for **national events / programs** will be available **once in an academic year** and will be limited to 50% of the travel expenses and full registration charges.
- V. Incentives in form of financial assistance for **international events / programs** will be available **once in three academic years** and will be limited to 50% of the travel expenses and full registration charges.
- VI. The **permission** to attend National / International Conference / Seminar / Workshops / Symposia and Faculty Development Programs **will be granted by the Research committee based on the recommendations of the Head of the Department after considering the level of the event / program and also the Institution organizing the same.**
- VII. After attending the National / International Conference / Seminar / Workshops / Symposia and Faculty Development Programs the faculty member must deliver lecture to faculty and students on the topic of event attended and also make efforts for organizing similar events.

**C. Extramural Funded Projects**

As mentioned above Projects funded from DST /AICTE /UGC /CSIR / ICAR / ISRO or any other State / Central Government agency or any international agency will not be eligible for such incentives based on credit points. **However, all faculty members with Ph.D. degree must endeavor to submit and get research projects funded from these agencies. It is desirable that at least one Extramural Funded Project must be all time available in every department.**

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Principle Investigator **(PI)** and Co investigator **(COI)** of such extramural projects shall be given **incentives based on the total grant received by the UGI**. The incentives shall be as follows for the duration of the project:

<b>Funds Received at UGI (Rs)</b>	<b>Incentives to PI (Rs)</b>	<b>Incentives to COI (Rs)</b>
From 10 (TEN) to 20 (TWENTY) Lakhs	1000/- pm	750/-pm
More than 20 (TWENTY) Lakhs	2000/- pm	1000/-pm

**Further, if provisions have been made in the projects expenditures for telephone, travel, attending conferences etc. will be allowed to PI and COI as per sanctions of funding agency.**

Approved

(Vice President)

UPDATED and Implemented from    day of the month            20----

(Principal)