

**SANSKARAM UNIVERSITY,
KHERI TALUKA, PATAUDA, JHAJJAR
(HARYANA)**



RESEARCH PROMOTION REGULATIONS

RESEARCH PROMOTION REGULATION

1. Introduction

Research & Development and Extension are the key functions of a University apart from teaching. A good University apart from Academic delivery through lectures and labs must create, manage, and disseminate knowledge and transfer the same to the Industry/Society.

Performance and Reputation of a University is measured in terms of research outcomes such as Research Publications, Patents, Copyrights, Extramural Research Grants received, Consultancy provided Revenue earned, etc. Sanskaram University believes in inculcating a robust Research Culture by involving Faculties/Students/Research Scholars at all levels to improve their learning curves. To encourage its Faculties and Research Fellows for their research activities, Sanskaram University has framed these regulations cover sufficient incentives for Faculty members, Research Scholars, and Students engaged in various research activities.

Research Promotion Regulation comprises incentives in the form of the following categories :

- (a) For Research Projects, Publications, and other research-related activities.
- (b) Financial Assistance for pursuing Ph. D.
- (c) Financial Assistance for attending National and International Conferences and Faculty Development Programs.
- (d) Financial Assistance in the form of Research Fellowships.
- (e) Financial Assistance as seed money for creating the Research Infrastructure.

2. Background


The Research Promotion Regulation of Sanskaram University has been framed by including some incentive criteria's as mentioned below :

Incentives for Research Projects, Publications and Research-Related Activities

- (a) **Research Paper Publication.** The prime focus of the Sanskaram University is on Research Oriented Teaching and to promote this, the University motivates its faculty members and students to publish papers in Scopus/Web of Science/PubMed indexed journals. Sanskaram University will acknowledge the faculty members, research scholars and students engaged in research work by giving them cash incentives & recognizing their research work on the website of the University. Apart from Research Publication targets by faculty members, academic ordinances of various programs provide for mandatory publication of

research papers/review papers/case reports etc. by the Research Scholars and Students as summarized below :

- (i) **Publication by Faculty members.** Each faculty member required to publish minimum of two research papers in a year in Scopus/WOS/PubMed indexed journals.
- (ii) **Publication by Ph. D. Scholars.** All Ph. D. scholars are required to publish at least one research paper per year during their tenure in a Scopus/WOS indexed journal. A minimum of three research publications are mandatory for the award of Ph. D. degree.
- (iii) **Publication by Postgraduate Students.** All students pursuing postgraduate programs are required to publish at least two research papers during the tenure of postgraduation, out of which one paper must be a research paper and others can be a Case Report/Review paper in Scopus/WOS indexed journal.
- (iv) **Publication by Interns.** All interns would publicize at least one Case Report/Review Paper with the help of faculty members in Scopus/WOS Indexed journals.
- (v) **Publication by Undergraduates.** It is desirable that 2-03 final year students in professional undergraduate programs may publish one research/review paper with the help of a faculty mentor in Scopus/Web of Science indexed journals.
- (vi) **The Plagiarism Check.** The Plagiarism Check will be done by IQAC for scientific papers of students/faculty from Sanskaram University and shall not be charged. The appropriate software facility shall be provided for the Plagiarism check.
- (vii) If a Research Paper is published with a Scopus/WOS indexed journal, the same shall be reported by the faculty member to the concerned Dean of the School through HoD and Dean - Research & Development) to the office of the Vice Chancellor along with the details of publication charges if any as per the research incentive proforma.
- (viii) **Incentive Scheme for Research Publication**
 - (aa) Sanskaram University shall pay Rs. 10,000/- per Research Paper published in a Scopus/WOS indexed journal as an incentive but the authors will bear the cost of Publication Charges, if any. However, if Sanskaram University makes the payment for Publication charges, if any, it will be adjusted in the incentive payable as per details given below. If there are more than one faculty member/student as author/co-author, the amount of incentive shall be distributed equally.


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- (ab) Sanskaram University shall pay Rs. 5,000/- per Research Paper published in PubMed and UGC care list as incentive but the authors will bear the cost of publication charges, if any.
- (ac) Sanskaram University shall pay incentive of Rs. 5,000/- per book published with ISSN and ISBN number. Sanskaram University shall also pay incentive of Rs. 2,000/- per chapter in the book published with ISSN and ISBN number.

3. **Patents**

Sanskaram University shall bear the cost of filing the patent by the faculty member(s)/Ph. D. Scholar/PG Student with the condition that Faculty Member/Ph. D. Scholar/PG Student shall be mentioned as an inventor and Sanskaram University shall be considered as Owner in the Patent Application. The inventor(s)' incentive for publishing the patent would be Rs. 10,000/- which will be equally shared among all inventors. In case of technology transfer for commercial purposes, the royalty earned from the awarded patent may be shared between Sanskaram University and Inventor(s) on pre and mutually agreed terms and conditions, with Inventor(s) share not exceeding 50%.

The entire cost for development of patent will be borne by Sanskaram University. However, it will be mandatory for the Inventor(s) to seek the approval of the Competent Authority of the University before filing the patent application.

4. **Copyright**

The cost of filing Copyright by faculty member(s) shall be borne by the Sanskaram University with the condition that faculty member(s) shall be considered as Author and Sanskaram University shall be considered as Owner. In case of Knowledge/Technology Transfer for commercial purpose, the royalty earned may be shared between Sanskaram University and Author(s) on pre and mutually agreed terms and conditions with Author(s)' share not exceeding 50% with the condition that the entire cost for development of Copyright will be borne by the Sanskaram University. However, it will be mandatory for the Author(s) to seek the approval of the Competent Authority of the University.

5. **State/National/International Award/Fellowship**

Faculty members receiving recognition at the State/National/International level in the form of an award/fellowship will be awarded Rs. 5,000/- / Rs. 6,000/- / Rs. 7,000/- each respectively and a letter of appreciation by Sanskaram University.

6. **Faculty Development Programs of SWAYAM**

If a faculty member(s) enrolls and successfully completes a course on SWAYAM portal of Government of India, the examination fee of the SWAYAM course shall be reimbursed on the productivity of the pass certificate with at least 50% marks.

7. Research Project grants by Extramural Funding Agencies

All the faculty member(s) with Doctorate Degrees shall endeavor to submit Research Projects for the award of grants from External Agencies such as DST, DBT, DRDO, ISRO, ICMR, UGC, AICTE, CSIR, ICSSR, DST, State Government etc. and International Funding Agencies. Submission of atleast 2 Extramural Projects per School in every 6 months is desirable.

Principal Project Investigator and Co-Project Investigator(s) shall be honoured by give an incentive of the total grant received by Sanskaram University on a pro-rata basis as decided by the University:

Incentives for Research Project Grants shall be shared among the Principal Investigator and Co-Investigator(s) as under :

Sr. No.	No. of Investigator	Incentive Percentage
1.	Only Principal Investigator	100%
2.	One Principal Investigator and One Co-Investigator	60% and 40% respectively
3.	One Principal Investigator and Two Co-Investigators	50% and 25% each respectively
4.	One Principal Investigator and more than Two Co-Investigators	40% and 60% distributed equally among Co-Investigators

8. Seed Money

Each faculty member may apply for an Intramural Grant maximum of Rs. 20,000/- for undertaking a research project in the Sanskaram University. The project has to be approved by the Departmental Research Committee/University Research Monitoring Committee and to be forwarded to the Office of the Vice Chancellor through Dean, Research & Development for final approval and sanctioning of the Grant.


9. Best Researcher Award

(a) **Annual Research Award.** The following Annual Research Awards shall be instituted in Sanskaram University

Sr. No.	Name of the Award	Incentive	Minimum Qualifying Criteria	Remarks
1.	Best University Researcher Award for Faculty Members	Rs. 50,000/- plus Citation	100 Points	Common for all the Schools and will be given to top three faculty members
2.	Best School Researcher Award for Faculty Members	Rs. 25,000/- Plus Citation	50 Points	One from each School (having more than 20 faculty

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				members). Subject to variation according to number of faculty members in a particular School. Smaller Schools shall be clubbed for this purpose
3.	Best Rising Researcher Award for Faculty Members	Rs. 10,000/- plus Citation	50 Points	One from each School (having more than 20 faculty members). Smaller Schools shall be clubbed for this purpose
4.	Best Researcher Award for Students including Ph. D. Scholars	RS. 25,000/- plus Citation	50 Points	One from each School

- (b) **Weightage for Research Points.** The weightage for Research Points shall be as under :

Sr. No.	Description	Points Earned
1.	Research Paper published/accepted in SCOPUS/WOS/Indexed Journal	10 Per Paper
2.	Research Paper published/accepted in SCOPUS/WOS/Indexed Conference	05 Per Paper
3.	National Patent Awarded	50 per Award
4.	International Paten Awarded	100 per Award
5.	National Patent Published	10 per Award
6.	International Patent Published	20 per Award
7.	Copyright Awarded	10 per Award
8.	Research Project Grants received by Sanskaram University from external agencies	2 marks per Rs 1,00,000/- grant

- (c) If more than one faculty member from Sanskaram University shares a Journal/Conference/Publication/Patent Published or Awarded and/or Research Project Grant received, the points awarded shall be on a pro-rata basis with equal weightage except in cases where differential weightage has been assigned as above. For awarding points to faculty members, the name of the Students and Research Scholars shall not be considered.
- (d) If more than one Student/Research Scholar shared the Journal/Conference/Publication/Patent Published or Awarded and/or Research Project Grant received, the points shall be on a pro-rata basis with equal weightage. For awarding points to Students/Research Scholar, the names of the faculty members shall not be considered.

10. **Financial Assistance for pursuing Ph. D.**

The objective of Financial Assistance for pursuing Ph. D. is to encourage the employees of the University to improve their qualifications by pursuing Ph. D. programs available in the University.

Any employee of the University can enroll for the Ph. D. program as per the procedure laid down by the University.

- (a) Employee who is admitted to the Ph. D. program shall be provided the fee concession to the tune of 50% of the fee charged. However, in lieu of this fee concession, it will be mandatory for the employee to serve the University for a minimum period of three years post-completion of Ph. D. program, failing which the amount of fee concession granted shall have to be refunded to the University on pro-rata basis.
- (b) Each Research Guide shall be given a Seed Money of Rs. 20,000/- per Research Scholar in the first year of Registration, which will be utilized only for the purchase of small equipment, testing charges, chemicals, and other consumables. Seed money shall be given in the form of Temporary Imprest not more than Rs. 5,000/- in a single instance, which must be settled by the Research Guide before the closing of the financial year. Utilized Seed Money will be given in the next financial year.
- (c) It will be mandatory for the Research Guide to seek the approval of the Dean of the concerned School through the HoD for any such expenditure. Research Guide shall also provide a certificate that the goods/services have been procured at minimum market price.
- (d) The University will provide Rs. 12,000/- per month to the Research Scholar to support the Department in its Academic & Research activities if he/she joins the department on regular basis.

11. **Financial Assistance for attending National and International Conferences/Faculty Development Programs**

To encourage the faculty members to attend National/International Conferences/Faculty Development Programs/Seminars/Symposia/Workshops, the University will provide Financial Assistance as per the guidelines mentioned below :

- (a) Only those faculty members who have completed one year would be eligible to apply for the conference grant.
- (b) Academic Leave upto 10 days may be granted without any financial assistance by the University if a faculty participates in the workshop or training program within India or abroad without presenting a paper.
- (c) Faculty going under any International collaboration exchange program with CSIR, DST, ICSSR, ICAR and other such agencies of similar reputation will be provided financial assistance upto 50% of the travel expenses and registration charges in addition to maximum 10 days of Academic Leaves. However, the

works and detailed plan of such visits should be submitted to the Dean, Research & Development of the University.

- (d) Financial assistance to faculty members for attending the Conferences/Seminars/Symposia etc. at the National Level will be available once in an academic year. In such cases, the Financial Assistance will be limited to 50% of the travel expenses and registration charges.
- (e) Financial assistance to faculty members for attending the Conferences/Seminars/Symposia etc. Internationally will be available once in three academic years. The Financial Assistance will be limited to 50% of travel expenses and registration charges in such cases.
- (f) In case of two or more applicants for attending the same Conference/Seminar/Symposium etc. the youngest faculty member may be given preference over the other senior faculty member to promote or update his/her knowledge and enable him/her to perform better. However, this preference shall not be repeated for the same faculty member over consecutive years.

12. Eligibility for Financial Assistance

- (a) There must be acceptance of paper from the organizers.
- (b) The faculty who are invited to attend National/International Academic Conference/Seminars etc. should verify that the level of program and the Institution organizing the events is truly the National/International, professional and capable of enhancing the skills of the participants.
- (c) The financial assistance may be provided in the following order of preference:
 - (i) Faculty delivering keynote address/lecturers.
 - (ii) Faculty contributing a paper.
 - (iii) Faculty invited under the International Collaboration Exchange Program
- (d) Subject to all other conditions being equal, preference may be given to application that have already raised part financial support from other sources who are Session Chairman/Member Organizing Committee/Award winner in addition to the paper presentation. Preference may also be given to those authors who have never been deputed to attend such conferences.

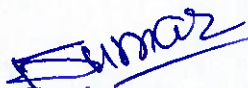
13. Procedure of applying for financial assistance for attending Seminar/Conferences/Symposia (National or International).

The prescribed application form for Conference/Symposia/Seminar etc. is to be used.

Application duly forwarded by the head of the Department and Dean of the School with their specific recommendation (regarding eligibility and amount to be given),

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should reach the Office of the Dean – Research & Development preferably 30 days before the date of the event (even if, the acceptance letter is not received which should be submitted as soon as it is received) along with the following documents :

- (a) A soft copy of the full text of documents/papers prepared by the faculty for presentation at National/International Conference/Seminar/Symposia/Congress/Workshop along with the details of training program, even if of short duration should be provided.
- (b) Brief details of the organizers, the title of the program, place, and duration of the conference, etc. in which the paper is proposed to be presented or participation is desired.
- (c) A copy of the letter of invitation from the organizers of the Conference/Seminars/Symposia accepting the paper for presentation, immediately after it is received or a copy of the letter from the organizer inviting the teacher to chair a Session/Section along with the details of the financial support offered etc. should also be enclosed.
- (d) In case of Conferences/Seminars/Symposia/Congresses/Workshop/Training Program of short duration, the invitation or other relevant documents should be attached along with the application.

14. Follow-up action for attending Conferences in India and outside India

- (a) The faculty not utilizing their sanctioned amount for whatever reason should immediately inform the Dean – Research & Development within a week through concerned Dean to enable others to utilize the amount so released.
- (b) Deputed faculty after attending the Conference should provide a participation certificate and submit the bills within one month of return from the Conference/Workshop/Seminar etc.


15. Deputation without financial support in India and Abroad

- (a) Faculty seeking permission to attend Conferences/Seminars/Symposia/Workshops/Training programs in India or abroad without financial assistance from the University but availing only Academic Leave, should also follow the same procedure as mentioned in these regulations.
- (b) Such faculty should fulfill all the requirements listed in these regulations, but the frequency restriction shall not apply to them.
- (c) Such faculty shall be granted leave as per the rules of the University.
- (d) For any Conference/Academic Seminar etc. as a special case, the Vice Chancellor may allow up to 25% of the faculty members at a time to attend such Conferences/Training etc. without financial assistance, so that the department should not suffer in any manner.

16. Financial Assistance in the form of a Research Fellowship

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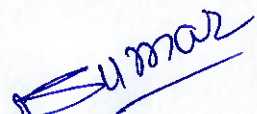
To support the department for its Academic and Research activities at least 1 or 2 Research Fellows per Research Department shall be awarded a Research Fellowship on the pattern of Non-NET fellowship. The fellowship amount shall be Rs. 10,000/- per month which shall be on the basis of academic merit.

17. **Financial Assistance for creating Research Infrastructure**

If any faculty member requires new equipment/research journal subscription to execute his/her innovative research activity, the University will help him/her by providing the same. However, the proposal for these equipment should be prepared in optimal fashion looking into its multi-facility utility and cost. These shall include but shall not be limited to :

- (a) Software (SPSS, MRTLAB, TURNITIN etc.
- (b) Hardware (High-end server, Equipment and Devices
- (c) Research Journal subscription for various Academic Faculties

To avail support under this head, a proposal is to be prepared by the needy department in collaboration with the other departments who shall be using such facility and shall have to be submitted to Dean, Research & Development duly recommended by the respective HoD/Dean. The HoD of the needy department shall act as the coordinator of the project. The proposal shall be evaluated by the Research Monitoring Committee and on the recommendations of the Research Monitoring Committee, the fund shall be allocated.


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