

PARUL UNIVERSITY

R/Notification-1446/2024-25

Office of the Registrar
December 27, 2024

NOTIFICATION

Sub: - Revision in the Research & Development Policy of the University

Ref:-

- a) R/Notification-1246/2023-24 dated February 17, 2024
- b) R/Notification-804/2021-22 dated March 9, 2022
- c) R/Notification-618/2020-21 dated February 8, 2021, and its Corrigendum dated October 25, 2021
- d) Proposal submitted by the Director, R&D Cell
- e) Approval of Dr. Geetika Madan Patel, Vice President (Quality, Research, and Health Sciences)

The Director, R&D Cell, has proposed modifications to the Research and Development Policy of the University, specifically focusing on existing provisions listed under 8.0 Promoting and Incentivizing Research, including:

- 8.1 Extramural Research Projects
- 8.2 Intramural Research Projects
- 8.3 Research Associateship
- 8.4 Promoting Patent Filing
- 8.5 Promoting Research Publications
- 8.6 Promoting Publication of Books/Book Chapters
- 8.7 Promoting Exposure of Faculty for Presenting Research Papers (Oral/Poster), Delivering Expert Talks, and Participating in STTPs/FDPs/QIPs/Workshops
- 8.8 Membership in Professional Bodies
- 8.9 Honoring Award Winners
- 8.10 Research Excellence Awards

The proposed revisions have been reviewed and approved by Dr. Geetika Madan Patel, Vice President (Quality, Research, and Health Sciences). The details of these revisions are enclosed in the annexure to this notification.

All Deans of Faculties, Principals/Directors of Colleges, and Managers/Directors of Cells/Sections are requested to disseminate this information to the respective staff members and researchers within their colleges/sections.

By Order


Registrar

To,

- 1) Deans of Faculties
- 2) Principals/ Directors of Colleges/ Institutes
- 3) Dean, Doctoral Studies and Research
- 4) Campus Director
- 5) Managing Director (Global), Industrial Collaborations; Academic Strategies
- 6) Academic Directors
- 7) Dean, Students' Welfare
- 8) Controller of Examinations
- 9) Chief Librarian
- 10) Director, IQAC/CDC / PIERC / CIRR / OIA/ AFMC / RDC/ Marketing / CDOE/ EDP / CEC / Alumni Association / Events Cell / CHRD/ Security/ Physical Education and Sports/ Internship Cell/ Staff and Students Welfare Cell/ ICT Cell/ Learning and Academic Enrichment/ Faculty Updation (CSE/IT/CA)/ NEP/ CMIE/ Partnerships (Institutes of National Importance)/ SCOPE/ Talent and Career Development
- 11) Chief Finance and Accounts Officer
- 12) Central Administration
- 13) Accounts Section
- 14) Students' Section
- 15) HR Manager
- 16) Purchase Manager

Submitted to,

- 1) The President
- 2) Dr.Parul Patel, Vice President (Student Affairs and General Administration) and Chairperson, Admissions Committee, Parul University
- 3) Dr.Geetika Madan Patel, Vice President (Quality, Research and Health Sciences), Parul University
- 4) Dr.Komal Patel, Vice President (Medical and Paramedical Sciences), Parul University
- 5) The Provost

8.0 PROMOTING AND INCENTIVIZING RESEARCH

The faculty members are encouraged to undertake and execute research projects, file patents, publish their research outcome in high impact research journals and participate in paper presentations, QIP/FDPs/workshops and other similar activities. Different schemes/incentives* are made available for this purpose as mentioned below:

(*All schemes/Incentives/assistance are subject to changes from time to time following due scrutiny by expert committee)

8.1 Extramural Research Project: Matching grant equal to 50 % of the non-recurring budget shall be given to researchers fetching extramural research projects from external funding agencies (government or private) for the purchase of equipment/machinery, in case there is a shortfall of funds for the purchase of the same. The matching grant can be enhanced if the need arises on case to case basis.

- All research proposals for extra-mural funding applied to various external funding agencies shall be screened by a University level Scrutiny and/or Review Committee. EMR proposals approved by the Scrutiny/Review committee shall **ONLY** be considered for further processing at University level.
- **Monetary incentives for fetching EMR Projects:** Monetary incentives to the tune of 1 % of the grant received in that financial year will be given to such faculty members phase-wise who bring EMR projects.
- **Incentives for applying for EMR:** Monetary incentives of 0.5 % of the project cost with a maximum limit of Rs. 5,000/- shall be given to such applicants who apply EMR projects through RDC following a duly laid down scrutiny/review process.
- **Extra-mural Funding for Seminar/Symposia etc.:** For fetching extra-mural grant for organizing Seminar/Symposium/Workshop etc. the Convener/Coordinator shall be given incentives of 10 % of the total sanctioned amount with a limit of Rs. 10,000/- to the maximum. In case there are Coordinator/Convener and Co-coordinator/Co-conveners from Parul University, 50 % of the incentive shall go to the Coordinator/Convener and the rest 50 % shall be equally shared by all the Co-coordinator/Co-conveners.

8.2 Intramural research project: In absence of extramural research funding, faculty members can apply for intramural research projects to RDC, PU, if they wish to pursue research in their area of interest. Funding upto a maximum of Rs. 5,00,000/- for the whole project is

extended to such desirous faculty members. Teachers pursuing their Ph.D. programs from PU can also apply under this project. Faculty members availing fee concession and/or getting contingency grant from PU shall be ineligible for intramural research grant.

- One IMR project only shall be sanctioned to a faculty member as PI, at any given point of time. However, he/she can become a Co-PI for additional IMR project(s).
- After completing one IMR project, a faculty member can apply for a second IMR project after submitting the 'Project outcome-cum-completion report' and Utilization Certificate. Sanction of the second IMR project shall depend on the outcome of the previously completed IMR project.
- Midterm evaluation of the progress of research work after every six months is mandatory. The sanctioned project would be withdrawn, if a PI skips the midterm evaluation process without offering a valid reason.

8.3 Research Associateship: Research associateship/postdoctoral fellowship is offered to selected faculty members for a year (extendable by one more year), wherein the grantee shall have a stipend/salary of Rs. 50,000/- per month along with a contingency amount of Rs. One lac for the whole tenure of Associateship. In order to have more time for R & D activity the teaching and/or administrative load of the candidate shall be reduced to 4 hrs per week.

8.4 Promoting Patent filing: Research involving industrial application is encouraged to be protected by patent filing. The full expenditure for patent filing shall be borne by the University having Parul University as the sole/co-applicant. Apart from this, the following incentives* shall be offered to the inventors.

i) Patent application published with full specifications:

- Patent application having Parul University as the sole applicant : **Rs. 3000/-**
- Patent application having Parul University as the Joint applicant having one or more Co-applicants : **80 % of Rs. 3000/-** (to be divided among the Co-applicants through mutual understanding)

ii) Granted Indian Patent

- Parul University as the sole applicant : **Rs. 15,000/-**
[To be given to the main inventor (All inventors can share the incentives depending on the contribution of individual inventors)].
- Parul University as Joint applicant : **80 % of Rs. 15,000/-**

(To be given to the CO-APPLICANTS after division depending on the number of co-applicants).

NOTE: 1. No incentives shall be offered for the grant of Industrial Designs, Trademarks or Copyrights.

2. Financial and technical support shall be provided by the IPR Cell for the protection of any form of intellectual property by filing of applications subject to the condition that 'Parul University' is the sole/Joint applicant.

3. The above specified support shall be provided for filing applications within India only.

4. No reimbursement shall be given for the patent applications filed from outside agencies, without taking IPR Cell in confidence.

5. IPR arising out of the research work performed in PU or using PU facility, must be filed from RDC, PU, with PU name as an applicant. For filing IPR application outside RDC, PU, the applicant must take due permission from the University in case of some extraordinary situation. If due permission is not obtained, the university can take disciplinary action against the applicant(s) for non-compliance.

8.5 Promoting research publication: Publication of research/review articles, Short Communications, Case reports, short surveys, Letter to the Editor or Editorial in peer reviewed journals is a recognized scale for measuring the outcome of R & D activity. Incentives are offered to the authors of publications as given below.

A. Incentives to be offered to authors of Faculty of Applied Sciences, Medical Sciences, Tech. & Engg. and Pharmacy: Incentives to be offered for SCOPUS (Q1-Q4) & WoS (SCIE, SSCI, AHCI, Q1 and Q2 only) indexed journals only

a) Nature/Science/Lancet	: Rs. 50,000/-
b) Top 1 % Journals	: Rs. 25,000/-
c) Q1 Journals	: Rs. 15,000/-
d) Q2 Journals	: Rs. 10,000/-
e) Q3 Journals	: Rs. 6,000/-
f) Q4 Journals	: Rs. 4,000/-

B. Incentives to be offered to authors of all the Faculties except for the Faculties falling under Category A:

- i) Web of Science indexed journals (Q3 & Q4) : Rs. 3000/-
[excluding Emerging Source CI (ESCI)]

- ii) Web of Science indexed ESCI journals : Rs. 2000/-
- iii) UGC listed journals (Journals found qualified through UGC-CARE Protocol, Group-I) : Rs. 1000/-
- iv) SCOPUS (Q1-Q4) & Web of Science Journals (Q1 & Q2 of SCIE, SSCI, AHCI; excluding ESCI journals)
(To be treated at par with Category 'A' on the basis of placement of the Quartile of the Journal - sub-categories 'a - f')

NOTE:

- ❖ The above given incentives (A to B) shall be applicable to research/review articles, Short Communications, Case Reports/ Short Surveys/ Editorials or letter to Editor as given below:

Research Articles/Short Communications	: 100 % of the above given amount
Case Reports/Short Surveys	: 90 % of the above given amount
Review Articles	: 80 % of the above given amount
Letter to the Editor/Editorial	: Rs. 2,500/- (But not exceeding the incentive amount for journals specified in Section 8.5B (ii and iii).
- ❖ No incentive shall be admissible for writing 'Review of Book' in any journal/magazine.
- ❖ Incentives shall be admissible only after the article is published or 'doi' is assigned to the article and the article is verifiable in the index.
- ❖ Incentives shall be reduced to 50 % for those articles for which APC is claimed. Incentive claim and APC claim must be made in one application for such publications wherein the applicant wishes to claim both of them. Separate claims for APC and Incentives for such publications shall not be entertained.
- ❖ The above described incentives shall be admissible to the Authors/Co-authors of the articles as mentioned below:

➤ First or Corresponding author	: 100 %
➤ Single Co-author from PU (only among the first FIVE authors) with other Co-authors from other institutions	: 80 % of the specified incentives
➤ Multiple Co-authors from PU (Only first five authors to be considered)	: 80 % of the specified incentives to be given individually after equal division among all the PU authors.

- First/Corresponding author from PU and one or more Co-authors also from PU : 100 % of the specified incentives to be divided in the ratio of 70 % (divided equally between the First and the Corresponding authors) and 30 % (divided equally among all the co-authors of PU)

C. Incentives for SCOPUS-Indexed Conference Proceedings : Rs. 3000/-
(Incentives shall be given only to the First or Presenting Author for conference proceedings after verification of indexing).

D. Reimbursement of Article Processing Charges (APC)

- i) SCOPUS & WoS (Excluding ESCI) indexed journals (Applicable to all Faculties):
- a) Q1 Journals : Rs. 40,000/-
 - b) Q2 Journals : Rs. 30,000/-
 - c) Q3 Journals : Rs. 20,000/-
 - d) Q4 Journals : Rs. 15,000/-
- ii) Applicable to all Faculties except Applied Sciences, Medical Sciences, Tech. & Engg. and Pharmacy:
- a) UGC-CARE Group-I : Rs. 5000/-
 - b) Web of Science indexed journals (ESCI) : Rs. 8,000/-

NOTE: 1. APC will be paid as per the given formula:-

Admissible APC = Actual APC paid to the publisher ÷ total number of authors,
with a limit of maximum APC as given in **D (i and ii)**.

2. The author must request to the Editor of the journal for APC waiver and the request copy must be submitted to RDC office along with the application claiming reimbursement of APC.

8.6 Promoting publication of Books/book chapters: Incentives are offered to faculty members for writing books/book chapters with reputed publishers as given below.

- i) Book chapter in book published by reputed Indian Publisher:
- Category A (>20 Pages) : Rs. 2,500/-
 - Category B (10-20 Pages) : Rs. 1,500/-
 - Category C (05 - 09 Pages) : Rs. 500/-

- ii) Book chapter (peer reviewed) published in book published by International Publisher
- | | |
|-----------------------------|--------------|
| SCOPUS Indexed book chapter | : Rs. 6000/- |
| Category B (>20 Pages) | : Rs. 3000/- |
| Category C (10-20 Pages) | : Rs. 2000/- |
| Category D (05-09 Pages) | : Rs. 1000/- |
- iii) Book published by reputed Indian Publisher:
- | | |
|----------------------------|---------------|
| Category A (> 350 Pages) | : Rs. 3,000/- |
| Category B (200-350 Pages) | : Rs. 2,500/- |
| Category C (100-199 Pages) | : Rs. 2,000/- |
| Category D (< 100 pages) | : Rs. 1000/- |
- iv) Book published by International Publisher:
- | | |
|----------------------------|---------------|
| SCOPUS Indexed Book | : Rs. 18000/- |
| Category B (>350 Pages) | : Rs. 6000/- |
| Category C (200-350 Pages) | : Rs. 3500/- |
| Category D (<200 Pages) | : Rs. 2,000/- |
- v) Publishing a book (Category iii/iv) as Editor
- 50 % of the above
Given incentives
- vi) Publication of Policy matter Report/White paper in
Government publications/reputed magazines : Rs. 2500/-
(such as Economist, Political Weekly etc.)

NOTE: More than one book chapter in the same book by the same author(s) shall have the following distribution:

- Two book chapters : Full amount (1) for the first chapter and Half (1/2) of the above mentioned amount for the second chapter.
- Three book chapters and more: The incentives shall be given using the formula $(1+1/2+1/3+1/4\dots+1/n)$, but not exceeding the amount equal to the incentives given for a full book).
- In case the Editor has also authored book chapter(s), he/she shall be given incentives for the book chapters in addition to the incentives admissible for the Editor, but such total incentives shall NOT exceed the incentives admissible for the whole book.
- In case of a book/book chapter authored/edited by multiple Authors/Editors from PU, the admissible amount given to the applicant shall be offered after equal division of the incentive amount among the Authors/Editors.

8.7 Promoting exposure of the faculty for presenting research papers (oral/poster)/delivery of expert talks/participating in STTPs/FDPs/QIPs/Workshops etc. Reimbursement (Registration charges plus travel as applicable) shall be offered along with duty leave for participation in all such activities as follows. Airfare for International travel and II-AC train fare (or actual, whichever is lesser) for travel within country shall be reimbursed with limits as given under individual category for attending such events.

i) Paper presentation (oral/poster) in International conference* organized outside India.

- International Conference organized in Indian subcontinent: Rs. 30,000/-
- International Conference organized in South Korea, Japan, Australia and Middle East Countries. : Rs. 45,000/-
- International Conference organized in Europe. : Rs. 60,000/-
- International Conference organized in African/ South American/North American countries. : Rs. 75,000/-

(*The applicant should request to the Government funding agencies for travel grant, and proof of the request/application must be submitted to RDC office along with the application for reimbursement claim. A faculty member shall be eligible for such conferences **ONCE in TWO years**)

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| ii) | Paper presentation (oral) in International conference† organized in India
(This includes Registration charges and travel expenses) | : Actual expenses upto a maximum of Rs. 20,000/- |
| iii) | Paper presentation (poster) in International conference† organized in India
(This includes Registration charges and travel expenses) | : Actual expenses upto a maximum of Rs. 15,000/- |
| iv) | Paper presentation (oral) in National conference†
(This includes Registration charges and travel expenses) | : Actual expenses upto a maximum of Rs. 12,000/- |
| v) | Paper presentation (poster) in National conference†
(This includes Registration charges and travel expenses) | : Actual expenses upto a maximum of Rs. 10,000/- |
| vi) | Paper presentation (oral/poster) in Regional/state level conference†
(This includes Registration charges and travel expenses) | : Actual expenses upto a maximum of Rs. 7,500/- |

[†A faculty member shall avail ANY ONE of (i to vi) in a year for paper

presentations in OFFLINE/PHYSICAL MODE]

- vii) Participation of faculty members for Expert talk/Key note address/Chairperson/Co-chairperson/Chief guest/Judge/Expert panelist/facilitator/Resource person in conference/seminar/Symposium organized by National agencies/reputed universities/Institutions : -NIL-
(Duty leave only shall be granted for the event)
- viii) Participation of faculty members in STTPs/FDPs/QIP/ Workshops conducted by prominent/reputed institutions : Reimbursement of full registration fee or Rs.15,000/- (whichever is lesser)
- ix) Paper presented in National/International conference organized by Parul University : Reimbursement of 75 % of the Registration fee
- x) **ONLINE Paper presentation in National/International conference:** For ONLINE Paper presentation, there shall not be any limit of number of presentations in a year.
- First presentation: An amount equal to 75 % of the Registration fee but not exceeding Rs. 15,000/- would be payable to the applicant with the submission of documentary evidence for presentation of the paper in the ONLINE MODE.
 - Second presentation: An amount equal to 60 % of the Registration Fee but not exceeding Rs. 10,000/- would be payable to the applicant.
 - Third Presentation: An amount equal to 50 % of the Registration Fee but not exceeding Rs. 7,000/- would be payable to the applicant.
 - Subsequent presentation: An amount equal to 30 % of the Registration Fee but not exceeding Rs. 2,000/- would be payable to the applicant.

NOTE:

1. Only the Research paper PRESENTING AUTHOR shall be entitled for reimbursement.
2. For Papers (oral/poster) having the names of the faculty members but presented by students/scholars in National/International conferences/symposia, there will be NO incentives given to the faculty members.
3. Paper presented in International conference should be of high standard worth publication in reputed International journals.
4. **Incentives/reimbursement for items (Nos. 8.4 to 8.7) shall be payable for the current and the just previous year only.**

8.8 Membership of Professional bodies: An amount equal to 50 % of the Membership Fee to a maximum of Rs. 10,000/- will be payable to the applicant. Membership of ONLY ONE professional body per year will be admissible by an applicant.

8.9 Honoring the Award winner: A token amount of honorarium shall be paid to the award winner as follows:

- i) International Award given by a reputed/recognized body : Rs. 15,000/-
(National Awards like Padamshri or higher/Arjun Awards; Fellowship or other awards equal in status)
- ii) National Award given by a Government body : Rs. 5,000/-
(Govt. University/Well recognized Professional body)
- iii) Best Research Paper Award given in conferences : Rs. 2,000/-
(Given by Academic/Professional body of repute)

(Paid awards shall not be honored. **The final decision of honoring the awardees rests with the Management/committee constituted by the management**)

8.10 Research Excellence Awards: In order to catalyze research and related activities in the university, different categories of research excellence awards are conferred annually to the faculty members as given below:

- i) **Overall Best Researcher Award:** The award is given to the faculty member acquiring the highest points in RESEARCH publications and GRANTED patents in the given calendar year. There shall be two such awards per calendar year for the whole university, one for the Research Cadre faculties and the other for the rest faculty members of the University.

The Award: Rs. 20,000/-, a Trophy and a Citation

- ii) **Highest Cumulative Impact Factor Publications Award:** This award shall be conferred to the faculty member having the highest cumulative IF in publications published in SCIE/SCOPUS listed journals in the calendar year. There shall be two such awards per calendar year for the whole university, one for the Research Cadre faculties and the other for the rest faculty members of the University.

The Award: Rs. 10,000/- and a Citation.

- iii) **Highest Cumulative Citations Award:** This award shall be conferred to the faculty member having the highest cumulative citations in the calendar year for the publications

published in SCIE/SCOPUS listed journals. There shall be two such awards per calendar year for the whole university, one for the Research Cadre faculties and the other for the rest faculty members of the University.

The Award: Rs. 10,000/- and a Citation.

iv) Highest Impact Factor Journal Award: This award shall be conferred to the faculty member having published an article in a journal with the highest Impact Factor. There shall be two such awards per calendar year for the whole university, one for the Research Cadre faculties and the other for the rest faculty members of the University.

The Award: Rs. 10,000/- and a Citation.

v) Best Research Performer Awards: There shall be SIX awards under this category, i.e. one award for each group of Faculties (five) and one for Research cadre faculty members. One number of 'Best Research Performer Award' shall be conferred to a member of the group per calendar year to the best performer on the basis of:

- Publications of research articles, review articles, book chapters (SCOPUS indexed), books (SCOPUS indexed), published patents, granted patents, applied projects (applied through RDC), granted projects (extramural only), and consultancy undertaken (in terms of revenue generated) in a calendar year.

There shall be SIX groups (FIVE groups of all University Faculties and an additional group for the Research Cadre faculty members) for these awards. The Research Cadre faculty members SHALL NOT PARTICIPATE in their parent Faculty groups.

The Award: Rs. 20,000/-, a Trophy and a Citation

(Applicants can apply for the above awards on Proforma-I. Applicants may also be asked for presentation in front of the expert committee).

NOTE: 1. Three times winners of any of the above awards shall not be eligible to apply for the award under that particular category.

2. An award winner of a particular category in the just previous year shall not be eligible to apply for the award under that particular category.

3. If no applicant is found suitable under a particular category of Awards, the 'Award' under that category shall be abrogated.

4. The applicants will have to mention in the application the category/categories of Awards for which they wish to apply.

5. Research Appreciation Awards shall also be given under each category to the deserving applicants.