

# Internal Quality Assurance Cell Vivek College, Bijnor

## Research Promotion Scheme

The research and development (R&D) is an integral and important part of the academic institutions. The Vivek College in its initiative of promoting quality research is coming up with a scheme of rewarding faculty members involved in research activity.

**1. For Faculty Members-** A Faculty Members on the recommendation of Head of department will be given a cash reward of **Rs. 1100** for the papers published

1. In a journal listed in UGC approved journal list.
2. If total impact parameter of Journals in which his/her papers/paper are published is more then 1 (Impact factor will be considered from international agencies Thomas Reuter & Scopus).
3. In case of multi author paper only first author will be given reward.
4. The reward will be given for a particular academic session.

**2. Books-** A Faculty Members on the recommendation of Head of department will be given a cash prize of **Rs. 1100** for the book published by reputed publisher.

- i. Copy of published book
- ii. Proof of contract of publication

**3. Projects:** The College will provide a grant to a faculty member with proven good track record of research (at least 5 publications in last 3 years) with following conditions-

### Eligibility:

1. A working teacher of the college is eligible to avail this facility.
2. After completion of previously under taken project, another project can be taken.

### How to Apply:

The application through proper channel may be sent to IQAC office at beginning of the each academic session.

### Nature of Assistance:

The quantum of assistance for research project will be up to 1 lakhs only, having following ceiling of funds according to type of project:

Pilot Project	:	10,000 (Up to)
Minor Project	:	30,000(Up to)
Major Project	:	1, 00,000(Up to)

**Release of Funds:**

- I. 10% will be released after completing necessary formalities by the Principal Investigator.
- II. After receiving a satisfactory six monthly/quarterly progress report, expenditures will be reimbursed by the college.
- III. After receiving the final report, all expenditures will be reimbursed by the College except 20% of the total sanctioned amount.
- IV. Remaining 20% amount will be released after reviewing from experts / research committee.

**Procedure for Sanction:**

- 1. Every Year College will invite research proposals up to fixed date and the College will also publish a list of thrust areas for research.
- 2. The submitted research proposals will be scrutinized by a Research Committee constituted by the Hon’ble Chairman for deciding about worthiness of proposals.
- 3. Such proposals scrutinized by the committee will be sent to experts for his/her/their comments and clear-cut recommendation.
- 4. The suggested revisions or comments of expert will be sent to the concern Principal Investigator for re-submission of the research project after necessary changes.
- 5. Finally, the research proposal will be recommended by the Research Committee to Chairman for approval.

**Submission of Progress Report**

Researcher is supposed to submit progress report as per following nature of project:

Pilot	:	Every Three Month
Minor	:	Every Three Month
Major	:	Every Six Month

**In case of major research project, organization of seminar will be essential to discuss the findings of project, in which at least one representative of the Chairman must be invited.**

**Time Limit:**

Research Project may have the time limit as per following nature of project :

Pilot	Six Months
Minor	One Year
Major	Two Years

**Budget Allocation:**

The budget allocation should be done under following heads:

**Non-Recurring Assistance:**

- a. Equipment (if any)
- b. Books and Journals

After the completion of the project the equipment and books & journals acquired by researchers must be deposited in Library of the College.

**Recurring Assistance:**

- a. **Personnel** including remuneration to Principal Investigator (if any).  
Personnel required for reviewing literature, developing tools, conducting field work is to be utilized for analysis of data and report writing.
- b. **Travel and Field Work** – The amount allocated under the head travel / field work is to be utilized for data collection and collection of other information such as documents and visit to libraries, but not for attending seminars, conferences, workshops, training courses etc.
- c. **Stationary and Printing** – Financial need for preparation of tools for conducting proposed research work and stationary needed should be mentioned.
- d. **Hiring Services** – This is meant for stabilized technical work such as sample analysis.
- e. **Contingency** – The contingency grant may be utilized on spares of apparatus, photo-state copies, microfilms, typing, postage, telephone calls, audit fee etc. This is limited to ten percent of the total expenditure proposed (maximum 10% of the sanctioned amount).
- f. **Misc.** – Any type of expenditure not envisaged in above heads (maximum 10% of the sanctioned amount).
- g. **Re-Appropriation** – The Project Incharge / Principal Investigating may re-appropriate maximum 20% of the recurring grant allocated under each head with the permission of Chairman.

**General Rules:**

- a. Research Project is not transferable in any case.
- b. If Project Incharge / Principal Investigator fails to complete the project, he/she has to refund the entire amount released.

**4. Consultancy:**

Consultancy services provided by college academic staff is one of the important component of R & D activities. It appears that due to lack of clear cut consultancy policy/ rules regarding

remunerative consultancy on the part of college, a state of confusion prevails among faculty members, which discourage faculty members to provide consultancy services at institutional level.

Academic Staff may engage in up to 50 - 70 days per annum remunerated consultancy activities for third parties through the college after a formal approval from The Chairmain and may retain remuneration received from consulting, subject to the conditions outlined below-

When consultancy is undertaken for any agency/ institute/ industry, the 40 % will be shared by concerned faculty and 60% has to be deposited to the College for General Welfare Activities.

In the case of Government agencies where the remuneration distribution rules are given, the funds generated will be distributed as per the rules of that particular Government agency.

**No faculty member should be involved in any type of remunerative/non Remunerative consultancy without prior permission from the College.**