

SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION AND RESEARCH

**A Deemed to be University
Tamaka, Kolar, Karnataka.**

**Declared under Section 3 of the UGC Act, 1956
vide MHRD, Government of India Notification
No.F-9-36/2006-U.3 (A) dated 25th May 2007**



Registrar

Registrar

**Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.**

INCENTIVE POLICY FOR RESEARCH PUBLICATION



SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION & RESEARCH

A DEEMED TO BE UNIVERSITY, (DECLARED UNDER SECTION 3 OF THE UGC ACT, 1956)

TAMAKA, KOLAR 563101, KARNATAKA, INDIA

Name of the Policy/ Guidelines	Incentive Policy for Research Publication	
Short Description	The primary objective of the proposed incentive policy is to motivate the faculty members of SDUAHER, to undertake quality research and other research outputs.	
Scope	This policy is applicable for all faculty members of Academy.	
Policy status	<input type="checkbox"/> Original <input checked="" type="checkbox"/> Revised	
Date of approval of Version 1	18 th April 2024	
Policy No.	SDUAHER/KLR/POLICY/026	
Brief description of last revision	Not Applicable	
Date of approval of current revision	Not Applicable	
Effective date	16 th October 2020	
Approval Authority	Executive Council	
Responsible officer	Vice Chancellor	
Name of the Policy/ Guidelines	Incentive Policy for Research Publication	
Details of Revision	Date of Revision	Approved by
	18 th April 2024	Registrar

POLICY ON INCENTIVES FOR RESEARCH PUBLICATION

Modified on February 2024

Applicable from April 2024 onwards

1. OBJECTIVE

The primary objective of the incentive policy for research publication is to motivate the faculty members of Sri Devaraj Urs Academy of Higher Education & Research (SDUAHER), (a Deemed to be University), Tamaka, Kolar to undertake quality research and publish in reputed national and international journals.

2. SCOPE OF THE POLICY

This policy is applicable for all faculty members of the SDUAHER. The scope of the policy envisages:

- 2.1** To motivate the faculty members to focus on quality research related activities, in addition to teaching, so as to publish research articles in reputed peer reviewed National and International journals with a good impact factor and indexed in Scopus, PubMed and Web of Science.
- 2.2** To pursue efforts to write books, book chapters, monographs etc., for publication by National and International publishers of repute.
- 2.3** To evince interest among the members of faculty so that they take efforts to establish collaborative research projects with their counterparts in reputed State, National and International Universities.
- 2.4** To encourage the faculty members to submit proposals and secure funded research projects from various funding agencies in India and Abroad.
- 2.5** To encourage creative thinking among the faculty members, so that they make original contributions by way of products, process etc., and obtain patents, copy rights, clinical trials, research consultancy, etc.,
- 2.6** To encourage the faculty to publish in in-house scientific journal “**Journal of Clinical and Biomedical Sciences**”.

3. DETAILS OF THE POLICY

- 3.1** Research incentive will be considered bi-monthly (end of February, April, June, August, October and December).

3.2 It is mandatory to have SDUAHER affiliation in publication/book/book chapter/monographs/patent/copyright/externally funded research project including paper/ Oral Presentation presented/ invited talk/ session chaired in conferences. Poster presentation of Original research work is considered.

3.3 There is no upper limit for incentives received by individuals.

3.4 Research paper published in indexed (PubMed, Scopus, Web of Science, UGC Care list) journals only will be considered for incentive.

3.5 Faculty who have left the institute, Post Graduates and Ph.D students are not eligible to claim the incentives. Senior resident not to be considered for incentives and publication cannot be made mandatory for relieving.

3.6 The Publications done with other Institutes having MOU and collaborative projects will be considered for incentives. The work done outside the institute (given credit to our institute/ Academy) without MOU or collaborative project, incentive shall be given based on the impact factor of the journal and fix the charges as 20% of the actual incentive amount to the contributing author/s with prior approval case by case.

3.7 All publications (Original Articles, and Case Series) should have ethical clearance (Except Review articles) to claim the incentives, the number and order of authors mentioned in ethics clearance certificate for start of the study should be same in Ethics Clearance certificate for publications and presentation. Any disparity found will not be considered for Incentive

3.8 Book and book chapters including review articles are considered for incentives.

Research Publication Means: Original research article, review article, short communication, case series, Text Books, reference Books or Chapters in them and also others (will be reviewed by the core team of the R&D).

3.9 Final decision will be taken by the Research Publication Board members to consider the publications for incentives as per the Publication Incentive Board Notification issued by the office of the Registrar.

3.10 Any disputes/ grievances regarding the publications/ incentives shall be subjected to Publication Grievance Board consisting of 7 members excluding the Chairman. The Chairman of the Publication Grievance Board shall be the Senior Professor on rotation basis once in 2 years along with other 6 members committee, 3 from FOM and 3 from FAH & BS, totally 7 members. In case voting is required for decision making, then Chairman of the committee will exercise his/her vote before finalizing. Further in case any dispute unresolved, Hon'ble Vice-Chancellor decision shall be final.

3.11 The review article, editorials, & original articles of the Journal of Clinical & Biomedical Sciences will be considered for incentive

3.12 The incentive amount can be revised once in 3 years with an increase of 10%.

4. DETAILS OF THE INCENTIVES

4.1 Research Publication:

4.1.1 For each Research Publication, author/s will be given incentive based on quality of the Journal. The distribution of incentive amount shall be as 60% for the primary (30%) and corresponding author (30%) and 40% for the other authors to be equally distributed. If the first author is student, the 60% can be given to the corresponding author irrespective of the position in the author list. If any of the authors have left the institute or any of the authors is from outside the institute, the percentage of incentive allotted accordingly will be retained with the Academy.

4.1.2 All publications before submitting to journal has to be channelled through the corresponding author, respective Department HoD, respective faculty Deans, Director R & D cell and with the issue of Ethics Clearance certificate for publication, the article may be sent for publication. The channelling authorities shall maintain strict confidentiality till the article is published.

4.1.3 First/ Corresponding author preferably should submit articles in subject specific, association journals before submitting to broad specialty and non- association journals.

4.1.4 APC charges and incentive for publication will be paid by the Academy only for the journals having impact factor more than 5. Only incentive will be paid for articles published in journals having impact factor of 5 and less than 5. The APC charges shall be approved only for the research work carried out in the Academy.

4.1.5 If corresponding author or any author has paid the APC charges, the details can be submitted while sending the article for incentives with all the required documents for distribution of incentives.

4.16 The corresponding author has to ensure the below points before sending the article for incentive.

- a) A copy of CEC/IAEC for start of study/ publication/ presentation in conferences, is obtained.
- b) Copy of the article (Full text).
- c) Corresponding author/ Principal Investigator has to submit Journal details including indexation (Scopus, PubMed, Web of Science and UGC Care list), impact factor,

4.2 Book/ Book Chapter/ Monograph

The e-book and hard copy books are considered for research incentive. The pocket books or booklets are not considered for research incentive.

4.2.1 For each Book (Reference or Text) authored/edited singly or jointly and published by International Publisher (Example: McGraw Hills, Tayler Francis, Springer, Elsevier, CBS Publisher etc. or Apex bodies/Societies with ISBN (International Standard Book Number), the Authors/Editors will be given one time incentive maximum of Rs. 25,000/- (Disbursement of amount is equal among authors/Editors).

4.2.2 For each Book (Reference or Text) authored/edited singly or jointly and published by SDUAHER/ National Publisher (Example: McGraw Hills India, JP publisher, Springer India, Elsevier India, CBS Publisher etc. with ISBN, the Authors/Editors will be given incentive maximum of Rs. 15,000/- (Amount disbursement is equal among authors/editors).

4.2.3 For each Book (Reference or Text) authored/edited singly or jointly and published by Local/Regional Publisher with ISBN, the Authors/Editors will be given incentive maximum of Rs. 10,000/- (Amount disbursement is equal among authors/Editors).

4.2.4 Publication of Chapter in a book (International/ National/ Local) will be given incentive maximum of Rs. 10,000/- (Amount disbursement is equal among authors).

4.2.5 If any of the authors have left the institute or any of the authors is from outside the institute, the percentage of incentive allotted accordingly will be retained with the Academy.

4.3 Incentive for sanctioned international/national projects

International/ National Project/s funded by Government &/or private outside agencies

4.3.1 Principal Investigator (PI) or Co- Principal Investigator/s (Co-PI)* together (in the ratio of 60:40 %) will be given 25% of total overhead amount as an incentive, if more than two Co-PI, 40% of the incentive will be shared equally.

4.3.2 In case of Co-PI from multi institutional project, the University Share from the project will be considered.

4.4 Patent granted

The processing charges for the patents shall be given by the academy.

The incentive maximum of Rs. 50,000/- for International and maximum of Rs. 25,000/- for Indian Patent will be given for successfully granted patent. The distribution of incentive among the authors will be as mentioned in 4.1.1.

4.5 Copyright

The processing charges for the Copyrights shall be given by the academy.

The incentive maximum of Rs. 10,000/- for each copyright will be given. The distribution of incentive among the authors will be as mentioned in 4.1.1.

4.6 Incentive for presenting paper in conference/ seminars/ symposium/ workshop/ FDP/ CME etc.

4.6.1 Special Casual Leave, Travelling Allowance (TA) and Dearness Allowance (DA) will be granted for Professors, Associate Professors and Assistant Professors presenting papers (Oral presentation) which has ethical clearance certificate (Expect for invited talks) and prior approval from the Registrar/ R&D.

4.6.2 The Travelling Allowance for Professors and Associate Professors shall be to & fro flight charges from the nearest airport of the Institution to venue and back. From airport to venue and back the faculty presenting the paper can travel by Two tier A/c train or by nearest road at the rate of Rs. 10/- per km. Dearness Allowance can be Rs. 5000/- per day inclusive of food for Class A cities, Rs. 3000/- per day inclusive of food for Class B cities. However, the faculty has to submit a valid bill/ receipt for consideration of reimbursement.

4.6.3 Assistant Professor presenting the paper shall be eligible to & fro two tier A/c train from the Institution to venue and back. From the railway station to venue and back, the faculty presenting can travel by road at the rate of Rs. 10/- per km. Dearness Allowance can be Rs. 3000/- per day inclusive of food for Class A cities, Rs. 2000/- per day inclusive of food for Class B cities. However, the faculty has to submit a valid bill/ receipt for consideration of reimbursement.

NOTE:

1. Faculty can claim and avail for one international, one National, and one state level conference per year and Special Casual Leaves are applicable, 7 days for International conferences held abroad, 5 days for National and International conferences held within India and 4 days for State conferences inclusive of travel and event days.
2. The claim shall not exceed more than Rs. 200,000/- for International conference outside India, not exceeding Rs. 30,000/- for International and National conference held within India and not exceeding Rs. 20,000/- for state conference inclusive of registration fee +TA+DA.
3. Realization of claim only after submission of valid proof.
4. In case 1st prize is awarded for oral presentation/ poster presentation in the International/ National conference of subject specific and association then an additional incentive of Rs. 5,000/- with a commendation certificate shall be awarded by the Academy.

4.7 Commendation certificate and Incentive for outstanding achievement in research

An incentive of Rs.5000/- will be issued for outstanding achievement in research recognised by reputed organizations (Govt. and non Govt. Organisations) for

- i. Awards
- ii. Fellowships
- iii. Orations in State/ National/ International conferences (one incentive for one conference)
- iv. Certification courses conducted by reputed national and international agencies
- v. One commendation certificate will be given for multiple achievements received in one state, national and international event.

4.8 Incentive for Scientific article published in JCBS

As per the resolution done in one of the JCBS meeting, incentives are provided for editorials, Review Article, Original article and case reports. The Incentives shall be Rs.7000/- for Original article, Rs. 5000/- for review article/editorial/case series and Rs. 3000/- for case reports. The distribution of incentive among the authors will be as mentioned in **4.1.1.**

4.9 Incentive for Ph.D degree holders from medical college

In order to encourage the Faculty of Medicine to take up Ph. D programme, for Ph.D degree holders of Faculty of Medicine shall be given two annual increments.

4.10. Department with highest number of publications in journals with good impact factor

An incentive of 100000/- will be given to the Department with highest number of publication and good impact factor once in a year. The department can utilize the amount for development of department (research related activities only).

GUIDELINES FOR CALCULATION OF INCENTIVE FOR SCIENTIFIC ARTICLE PUBLICATION

1. Considered only if affiliation is given to Sri Devaraj Urs Academy of Higher Education & Research/SDUAHER
2. Submission of CEC/ IAEC certificate for start of study and publication without any discrepancy either in the title (unless otherwise specified by the journal, corresponding author to submit proof of evidence)/ author series/ addition and deletion etc.
3. For Publication (Original Article/Review article/ Case Series): Paper published in journals (with no impact factor according to Journal citation report or Thomson Reuter) indexed with Scopus/ web of Science/ PubMed and/ or enlisted in UGC care list will also be considered.
4. For publication with Impact Factor (Impact Factor according to only Thomson Reuter indexing agency) is considered as follows

Range of Impact Factor	Amount in Rupees (Rs.)
JCBS	Original article (Rs. 7,000/-), review / editorial / case series (Rs. 5,000/-) and case study (Rs. 3000/-)
Indexed in Scopus, WOS, PubMed and UGC care (without IF)	Rs. 25,000/-
0.01-0.5	Rs. 50,000/-
0.6 -1.0	Rs. 75,000/-
1.1-2.5	Rs. 1,15,000/-
2.6-5.0	Rs. 1,45,000/-
5.1-7.5	Rs. 1,80,000/-

7.6-10	Rs. 2,20,000/-
More than 10	Rs. 2,65,000/-

5. Incentive disbursement for Research paper /Review/Case Series /Book/ Book chapter/ Monograph/Patent/ copyright amongst authors.

Number of authors	Distribution of incentives
Single authored (presently working faculty)	100%
Multiple authors	The distribution of incentive for published articles, patent and copyright among the authors will be as mentioned in 4.1.1. For book/ book chapter/ monograph the Distribution will be equal among authors.

Prepared by

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SDUAHER

Approved by

Registrar

SDUAHER

Addendum

The following points to be inserted into the Incentive policy of the Academy as addendum, decision taken following 82nd EC meeting held on 28/03/2025:

1. Each Faculty Can have maximum of two intramural funded project as PI
2. The maximum ceiling amount for each research project for the faculty will be Rs.5.0 Lakhs. However if the Research project is of high quality the amount sanctioned can be up to Rs.10.0 Lakhs, which will be approved by constituted committee by office of the Registrar having external subject expert
3. The intramural funded project will be approved and sanctioned to the PI following an agreement consisting of
 - a) All the proposals regarding the intramural funded projects should mention minimum of one co-investigator from the same department as principle investigator. The co-investigator should take over the research project forward if principle investigator leaves the institute for any reason.
 - b) The timeline for the completion of the project has to be defined by the PI before accepting the approval of the project. (Gantt Chart)
 - c) The Submission of utilization certificate along with progress report twice in a year (5th February and 5th August every year)
 - d) Following completion of the project, it has to be presented in a conference and published in indexed journal, the copy of which has to be submitted to the R&D Cell, SDUAHER.
 - e) If the faculty is leaving the institute and the research project is incomplete, the PI has to return the amount spent for the project or hand over the same to the co- investigator of the project with all the complete data collected.
 - f) If the PI needs further extension of time beyond the timeline, maximum of one year can be approved, provided the PI requests the same one month prior to the completion of the timeline.
4. Full time Ph.D Scholars, selected and recommended by Doctoral Advisory Committee, Director of academics and Ph. D coordinator will be considered for intramural funding.
5. A maximum of Rs.3.0 Lakhs can be considered for the Ph.D theses intramural fund. The fund will be given as kits, reagents and consumables only for completion of the theses. The paper of the research work has to be presented in the conference and published in indexed journal, the copy of which to be submitted to the office of the R&D to release the last 30% instalment of the sanctioned amount.
6. The responsibility for the acceptance of Ph.D intramural fund lies on the supervisor of the Ph.D Scholar. Similar agreement as intramural funded project for the faculty has to be signed by the supervisor of the Ph. D Scholar. If there is change in supervisor after the approval and sanction of PhD intramural fund, the new supervisor should sign the agreement.

7. All Ph. D Scholars, Post Graduates including Seniors Residents are eligible for publication incentive and commendation certificate with cash incentive as per the incentive policy of the Academy for publication,
8. For under graduate students who had applied for ICMR – STS project and was not approved by ICMR, can be considered for the financial support to conduct research by sanctioning the fund up to maximum of Rs. 50,000/-. The same has to be recommended by student research committee of the Institute. However the amount will be released only after completing the project and article accepted for publication in indexed journal. All the bills of the utilized reagents / consumables / others should be submitted for the release of the sanctioned amount. The guide or the supervisor has to monitor the candidate and are responsible for completion of the project and publication of the article.
9. For the published articles approved for the incentive, if there are two authors including the corresponding author, the amount sanctioned will be divided between the two authors (50% each) accordingly
10. For the published articles approved for the incentive, if there are three authors (first, corresponding and third author) the amount sanctioned will be divided 35%, 35% and 30% respectively.
11. For the faculty attending any conference (State, National, and International) as resource person, the financial support as TA, DA and registration of the conference will be approved only after submitting “No claim” certificate from the organizing committee of the respective conference.