

RESEARCH PROMOTION AND INCENTIVE POLICY



CENTRAL SANSKRIT UNIVERSITY

(Established by an Act of Parliament, 2020)

[Under Ministry of Education, Govt. of India]

New Delhi - 110 058

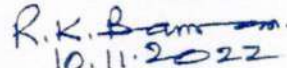

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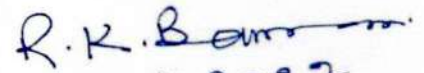
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1. INTRODUCTION

Central Sanskrit University wishes to establish itself as one of the pioneer research centers, expanding realms of knowledge in selected focus areas. This policy document describes various incentives to encourage and promote the culture of research and innovation amongst the faculty and indirectly amongst students.

2. OBJECTIVES

To encourage staff of Central Sanskrit University to:

- i. Publish high quality and original research articles and thus have more citations per article
- ii. File and publish patents having good commercialization potential
- iii. Write and submit research proposal inviting extramural funding and establish state-of-art research facility
- iv. Provide consultancy services to industry and other organizations
- v. Edit books published by reputed Publishing Houses

3. EXPECTED OUTCOME

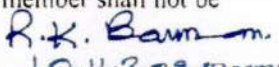
- i. Enhancement in quality of research and innovation related activities
- ii. Expansion of frontiers of knowledge and thus contribute to the IP worth of the nation

4. ELIGIBILITY, TERMS & CONDITIONS

- i. Only regular faculty members on the rolls of the University are eligible.
- ii. The effective date for enforcement of this policy is 10th July 2022.
- iii. For calculation of incentives, the start and end dates will be defined by the calendar year.
- iv. Any Research Award/Grant/Cash Incentive/Leave benefit cannot be claimed as a right.
- v. All the achievements requested for incentives should be with the affiliation of "Central Sanskrit University".
- vi. The decision of the 'Research Promotion and Incentive Committee (RPIC)' will be final.
- vii. The policy can be withdrawn at any point of time without any formal notice to anybody. University reserves the right to modify or amend this policy in whole or in part at any time – with or without notice.
- viii. All benefits will lapse if the faculty member leaves the organization.
- ix. If even after disbursement of the incentive, if the awardee is found supplying wrong, incorrect, or incomplete information, whole amount of cash incentive will be reclaimed back.
- x. For any research activity, which is done in collaboration with other Research Center/Institute/Lab or University, only the faculty member of Central Sanskrit University shall be entitled for Research Awards or Cash Incentives. The external member shall not be entitled for any benefits.



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SYNOPSIS OR RPIP

A			B		C	D	E	F
Publication in a UGC CARE listed journal/ Peer-reviewed with ISSN number or e-journal (per year)	Journal Standard	Incentive amount (in INR)	Research project Grant finally credited to university account	Incentive amount for Research project grant**	Incentive amount for Patents filing	Incentive amount for consultancy	PhD Supervisor incentive	Incentive amount for Editing a book published in collaboration with some other institute or
1 to 10	International	10,000	Rs.5 Lakhs and above	An amount equal to fixed % of the funding amount credited into the University account	An amount equivalent to the fee filing patent and Request for examination for the patent (Paid directly to the patent office / attorney)	An amount equivalent to 75 % of the amount generated for consultancy projects	An amount equivalent to 25 % of the tuition fee (payable only up to first 3 years from the enrolment of candidate)	INR 25,000 per Book to the Editor of the Book and Rs.10,000 to the Co-editors or Authors of the Book edited
	National	5,000						
	State/Local	3,000						
11 to 25	International	25,000	Rs.10 Lakhs and above					
	National	10,000						
	State/Local	5,000						
51 to 50	International	50,000	Rs.25 Lakhs and above					
	National	25,000						
	State/Local	15,000						
61 to 75	International	75,000	Rs.50 Lakhs and above					
	National	50,000						
	State/Local	25,000						
76 to 100	International	1,00,000	Rs.1 Crore and above					
	National	50,000						
	State/Local	25,000						


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5. COMMITTEE

Research Promotion Incentive Committee (RPIC) duly comprising of following will be meeting on regular basis to take decisions and submit its final recommendations to Hon'ble Pro Chancellor for final approval. The minimum chorom of the meeting is 2/3rd of the members.

- | | | |
|------|----------------------------------|--------------------|
| i. | Vice Chancellor (or his nominee) | - Chairman |
| ii. | Registrar | - Member-Secretary |
| iii. | Dean (Academics) | - Member |
| iv. | Director (Research) | - Member |
| v. | Director (IQAC) | - Member |
| vi. | Project Officer | - Member |

Committee may involve concerned Dean / Head of Department in case of any inputs to be solicited for some specific cases of discussions.

6. ANNUAL RESEARCH EXCELLENCE AWARDS

6.1. Subject to approval of Research Promotion Incentive Committee (RPIC), five awards will be announced in different categories as given below:

- Best Research Author Award
- Most Funded Researcher Award
- Best PhD Supervisor Award
- Best Innovator Award
- Best Consultant Award

6.2. These awards will be given away based on highest cash (actual or notional) Incentive earned by a faculty member in a particular category.

6.3. Cash incentives will be notified in the month of **JANUARY**

[on **REPULIC DAY**] for the preceding calendar year and certificate/grant will be released on **30th APRIL**.

7. Faculty members are eligible to draw incentives under 5 different heads as explained below.

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**I. TO PROMOTE RESEARCH PUBLICATIONS |
Associated award – Best Research Author Award**

(A) Eligibility and frequency

Only the Authors and faculty members of Central Sanskrit University and have obtained UINC and UINP from Office of Dean (Research) are eligible for award.

Cash incentive under this category will be disbursed only once in a year in month of January for the preceding calendar year.

Publication in a UGC CARE listed journal/ Peer-reviewed with ISSN number or e-journal (per year)	Journal Standard	Incentive amount (in INR)
1 to 10	International	10,000
	National	5,000
	State/Local	3,000
11 to 25	International	25,000
	National	10,000
	State/Local	5,000
51 to 50	International	50,000
	National	25,000
	State/Local	15,000
61 to 75	International	75,000
	National	50,000
	State/Local	25,000
76 to 100	International	1,00,000
	National	50,000
	State/Local	25,000

*RPIC will be taking into consideration the quality of the article in the journals as well to decide on the final incentive amount.

** Subject to approval of Research Promotion Incentive Committee (RPIC)

(B) Process:

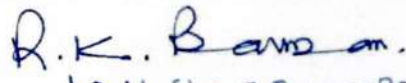
- Whenever paper is to be communicated to any conference/journal, it is necessary to obtain UINC (Unique Identification number for communication) from the Office of Dean (Research)
- As soon as the paper gets published in the journal or conference paper, the UINP (Unique identification number of Publication) is to be obtained from the Office of Dean (Research).
- The Office of Dean (Research) will collate a list of research publications on quarterly basis of university faculty and notify on website.

(C) Best Research Author Award

The faculty author, who gets the largest amount as the cash incentive, will be declared as the Best Research Author Award


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**II. TO INVITE EXTRAMURAL FUNDING |
Associated award – Most Funded Researcher Award**

(A) Eligibility and frequency

- (i) Faculty member should have obtained the forwarding letter from the office of Vice Chancellor. Copy of the proposal has been submitted in the office of Vice Chancellor.
- (ii) Acknowledgement of the final submission of the project and a copy of the proposal should have been submitted in the office of Vice Chancellor.

(B) Process

- (i) Any staff member willing to submit the project for extramural funding approaches the office of Vice Chancellor with complete copy of the proposal (at least 3 days prior to the deadline)
- (ii) After single cycle of scrutiny, the forwarding letter is signed by the Vice Chancellor and the proposal can be submitted to the funding agency

(C) Dissemination of cash incentive

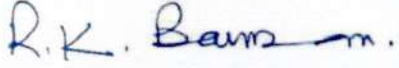
Amount will be equally divided among all the faculty members associated with the Project

Research project Grant finally credited into university account	Incentive amount for Research project grant*
Rs.5 Lakhs and above	An amount equal to fixed % of the funding amount credited into the University account
Rs.10 Lakhs and above	
Rs.25 Lakhs and above	
Rs.50 Lakhs and above	
Rs.1 Crore and above	

*The percentage will be recommended by RPIC every year depending upon the total amount of funding received in that calendar year.

(D) Most Funded Researcher Award

The faculty member, who gets eligible for the largest amount as the cash incentive, will be declared as the Most Funded Researcher Award.


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**III. TO PROMOTE FILING PATENTS |
Associated award – Best Innovator Award**

(A) Eligibility and frequency

Staff member should have filed the patent with the University affiliation and through OPFC.

(B) Process

- (i) Any staff member, who is willing to file patent, approaches Office of Patent Facilitation & Consultancy (OPFC) with the invention disclosure form
- (ii) OPFC approaches the panel of patent attorney for vetting the idea and drafting the claims for filing the patent
- (iii) The draft is approved by the staff members and innovators
- (iv) The innovators decide their share of commercial benefits while signing the MoU with the university
- (v) The patent is filed.

(C) Dissemination of the cash incentive

100% patent filing fee is borne by the university. A notional amount equivalent to the patent filing fee of the patents one files gets equally distributable amongst innovators.

(D) Best Innovator Award

The faculty member, who gets eligible for the largest amount as the cash incentive, will be declared as the Best Innovator Award


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**IV. TO PROMOTE CONSULTANCY |
Associated award – Best Consultant Award**

(A) Eligibility and frequency

- (i) Staff member should have filled the APW (format available with OPFC) with the other organization and has obtained APW number from OPFC
- (ii) Amount should have been received in the name of Central Sanskrit University.

(B) Cash Incentive and its dissemination

An amount equivalent to 75% of the consultancy amount is given away to the faculty consultant.

(C) Best Consultant Award

The faculty member, who gets eligible for the largest amount as the cash incentive during the year will be declared as the Best Consultant.

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V. TO MOTIVATE PhD SUPERVISORS FOR HIGH QUALITY RESEARCH BY RESEARCH SCHOLARS |

Associated award – Best PhD supervisor Award

(A) Eligibility

Should be guiding one or more Ph.D. scholar(s)

(B) Cash Incentive

An amount equivalent to 25% of the tuition fee – paid by the Ph.D. Scholar for each phase of the Ph.D. program (payable only up to first 3 years from the enrolment of candidate) is given away to the Faculty Supervisor.

(C) Process and dissemination

- (i) The DRC(s) of the various faculty will keep a track of the cash incentives to be given to faculty supervisors.
- (ii) The total amount will be given at the end of the calendar year to all eligible supervisors.

(D) Best PhD supervisor award

The faculty supervisor, who gets the largest amount as the incentive during the calendar year will be declared as the best Ph.D. Supervisor.

**NOTE: ALL THE ABOVE INCENTIVES WILL BE GRANTED UNDER
'VICE CHANCELLOR AWARDS SCHEME'
AND ANY DECISION IS FINALLY ABIDE WITH THE COMPETENT AUTHORITY.**

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