



**JAIPUR NATIONAL  
UNIVERSITY**



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# Research Policy



# **RESEARCH POLICY AND INCENTIVES**

**“Dream, Dream, Dream.  
Dream transforms into thoughts.  
And thoughts result in action.”**

**Dr. A.P.J. Abdul Kalam**



**JAIPUR NATIONAL UNIVERSITY, JAIPUR  
JAIPUR AGRA BYPASS, NEAR RTO OFFICE  
JAGATUPURA, JAIPUR – 302017  
MAY, 2024**



# JAIPUR NATIONAL UNIVERSITY, JAIPUR

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# **RESEARCH POLICY AND INCENTIVES**

## **0. PREAMBLE**

In keeping with its 'Vision' **“To be a leader in creating unique and exclusive learning opportunities in all disciplines of study that ultimately lead to the advancement of learning and creation of a sustainable society and environment”**, the R&D vision of the Jaipur National University (JNU), Jaipur is to be amongst the top ten private universities in the country known for contributing in solving real life societal problems through Learning, Research and Innovation under most flexible and multidisciplinary environment. **With a view to promote and promulgate good research practices, emphasizing integrity and rigour in research and establishing a research culture in alignment with the 'Vision' of the University, JNU is committed to incentivize the research endeavours of its academia.**

Changes in economic parameters and societal transformation are impacted by quest for not only traditional modes of discovery and growth in scientific or technological knowledge, but also through new or unique ways of application or implementation. Sustainable development needs questioning of predefined and established interpretation of development itself. It is the endeavor of Jaipur National University to provide a conducive environment to facilitate Critical Thinking, Inspiration, Ideation, and implementation with focus on beneficial differentiation relative to the existing solutions. Research and developmental activities at the University would create and disseminate new knowledge in a range of fields, promote innovation and these will motivate as well as strengthen learning and improve teaching among students and faculty by relating the courses to their practical utility for developing new and improved products or services. Research is the foundation of knowledge that brings new energy, builds state of the art facilities, promotes research publications including patents, develops national as well as international collaborations and becomes part of active trans-disciplinary community that shares the mission objectives.

**It is against this backdrop the Research Policy of Jaipur National University has been crafted along the following lines:**

## **1. PURPOSE**

The purpose of the **Research Policy** is to facilitate a free, pro-active, self-initiated, collaborative and vibrant research ecosystem for its academia (faculty, researchers, staff and students) across all Schools and Departments under the aegis of the Jaipur National University. The policy shall serve as an overall framework within which the academia of the University can fulfill their required research obligations and stay supported and incentivized for their research pursuits.

## 2. SCOPE

This policy shall be applicable across all existing as well as future Institutes, Schools/Departments Centers of Excellence including JNUIMSRC at Jaipur National University. In particular, this policy envisages the following:

- To motivate our faculty members to concentrate on research related activities, in addition to the teaching, so as to publish research articles in reputed refereed international and national journals with good impact factor.
- To pursue efforts to write books, monographs for publication by International and National publishers of repute.
- To evince interest among the members of faculty so that they make efforts to publish collaborative research papers with their counterparts in reputed Institutions/ Universities/ Laboratories.
- To encourage our faculty members to submit proposals for securing research projects from various funding agencies in India and Abroad with translational outcomes having social impact.
- To encourage creativity in the minds of faculty members, so that they make original contributions by way of products, concepts etc. and obtain patents, thereby calculating a healthy environment for promoting interdisciplinary research.
- To inspire our faculty members to develop E-content and join government initiatives in addressing the needs of Higher Education.
- To motivate our faculty members to receive State, National and International Awards/Recognitions.
- To encourage our members to attend faculty and professional development programmes like conferences, seminars, workshops, short term training programmes etc., organized by other institutes, AICTE, UGC, AIU and other governmental and private bodies including acquisition of professional memberships.
- To encourage researchers to apply for membership/fellowship to Professional Societies of National and International Repute.

## 3. OBJECTIVES

**This policy provides a broad framework to guide research and integrity of scholarly enquiry at the University.**

**The objectives of this policy are as follows:**

- Strengthening the institutional capacity for operational, technical and strategic planning, budgeting and control of all research activities of the University.
- Developing a structure for granting research support to all stakeholders.
- Providing a modality for proper coordination of all research activities of the University in consonance with the vision and mission of the University and National Development and Sustainable Development Goals.
- Guiding faculty members for an effective and enriching integration of research projects into the regular curriculum.

- Promoting collaborative, interdisciplinary and inter-university research and establishing modalities for preparing and undertaking joint research projects covering more than one knowledge domain as well as ascertaining potential for the involvement of external agencies in such research work.
- Creating mechanism to ensure that the University Academia attain a desirable blend of teaching and research outputs to accomplish the University status.
- Ensuring that all researchers are well informed about the ethical and legal norms and principles that guide the conduct of research and that all research activities of the University conform to the standard quality specifications.
- Creating, strengthening and maintaining state of the art infrastructure to facilitate cutting edge research.
- Ensuring effective dissemination of research outcomes of the University to both within and outside the University academic fraternity.
- Creating an enabling environment within JNU in order to foster a research culture as well as provide required support through research framework and guidelines.
- Encouraging and facilitating publications in quality journals, indexed in Scopus / Web of Science with good impact factor.
- Encouraging and facilitating creation, development and use of quality *e-content*.
- Nurturing an environment of undertaking socially useful research having a potential for commercialization.
- Establishing *Research Centers of Excellence* in emerging areas and in consonance with the 'Vision' & 'Mission' of JNU.

#### 4. RESEARCH MANAGEMENT

The management, implementation and updating of the **Research Policy and Incentives** shall be carried out by the Research Advisory Board (RAB) which will also assist and advise in matters related to research within the University, functioning under the Vice Chancellor, JNU.

The Research Advisory Board (RAB) constituted for the purpose is as follows:

❖ Prof. Divya Srivastava	:	Chairperson
❖ Prof. Rita Arora	:	Co-Chairperson
❖ Dr. Prerna Upadhyay	:	Senior Member
❖ Dr. Srinivas Yadkikar	:	Senior Member
❖ Dr. Ajeet Singh	:	Senior Member
❖ Prof. Meena Godha	:	Senior Member
❖ Dr. Juhi Sharma	:	Member Secretary

#### 5. ROLE AND RESPONSIBILITY OF THE RESEARCH ADVISORY BOARD

Research Advisory Board (RAB) at JNU will be exclusively dedicated to the formulation of the Research, Development and Innovation Agenda for the University and revise it from to time. Overall management of the research related activities will be under the direct supervision of the Vice Chancellor.

### **The Research Advisory Board (RAB) will:**

- Assist and advice for the broad functioning of research activities within the University.
- Facilitate, encourage and promote a rigorous inter disciplinary research culture across all Schools/Departments.
- Develop and implement an official Code of Ethics to check malpractices and misconduct in research to maintain the integrity at the University and the credibility of scholars.
- Recommend incentives to faculty who receive national / global recognition for research contributions as per University norms.
- Publicize the University's research credentials, expertise and accomplishments.
- Encourage collaborative research with reputed institutes of national and international standing.
- Mentor young / mid-career / research scholars for fostering and strengthening a research culture.
- Assess outcomes on quarterly basis and reporting to the Vice-Chancellor.
- Research articles published in Journals/Conference Proceedings etc. should be submitted to Research Advisory Board (RAB) through School Heads on monthly basis.
- The project, which need ethical clearance should be submitted after due approval from Institutional Ethics Committee.

## **6. POLICY GUIDELINES**

### **6.1. Undertaking Research**

Faculty members, researchers, scholars and students of JNU are expected to contribute to research & innovation, directly or indirectly, leading to quality scholarly publications, patents, copyrights or articles, presentations in National / International conferences. These platforms for publications and presentations will be updated and recommended by the RAB and approved by the university from time to time, depending on their standing. The quality of research output, especially research publications, may be assessed on the established yardsticks such as Impact Factor (IF), Citation Index etc. which will be revised from time-to-time as appropriate. Patent publications would be expected to lead towards granted patents resulting in generation of Intellectual Property with potential for commercialization or benevolence, socially useful, environmentally beneficial, or sustainability promoting research or innovation outcomes.

### **6.2. Obligations of faculty and researchers (including post graduate researchers)**

Research, Development, Innovations, and Industry Project output will be considered as one of the major criteria for faculty promotion along with other academic responsibilities, viz., teaching and institution building depending upon roles and agreed goals. The university is committed to supporting and appreciating those who dynamize the research culture with their pioneering pursuits.

### **6.3. Financial Support**

While faculty members and other researchers are expected to strive to secure their own Research and Development funding from Government, non – Government, international aid, CSR and other agencies in India and abroad, Seed Money Project (SMP) grants would be considered on competitive basis or on case-to-case basis depending on the merits of research proposals as well as University's strategic priorities.

#### **6.3.1 Seed Money Project Policy**

The faculty members are encouraged to apply for research funding from Govt. agencies like DST, DAE, SERB, DBT etc. If good proposals do not get the appropriate grant from any of the funding agencies the faculty members can apply for in-house support. The University sanctions a maximum of Rs. 1,00,000/- for a project approved by duly constituted Research Advisory Board (RAB). Such projects are supported on yearly basis and may be extended up to two years maximum from University's own funds.

For successful completion of Seed Money Projects (SMPs), the Faculty Members of the Jaipur National University, Jaipur are entitled for a grant of Rs. 1,00,000/- (Rs. One Lakh) on the terms and conditions mentioned hereunder:

- A. 50% of the grant i.e. Rs. 50,000/- (Rs. Fifty Thousand) will solely be used for research purposes.
- B. 50% of the grant i.e. Rs. 50,000/- (Rs. Fifty Thousand) will be used to cover up the expenses as illustrated below:
  - i. Expenses on travel and participation in professional Conferences/Seminars/Symposia/Workshops and self-development programmes.
  - ii. Travel expenses for academic interactions, industry visits, developing funded research proposals, generating leads for case development etc. as part of the Seed Money Project. Copy editing/proofreading expenses for research publications coming out for the work as the SMP.
  - iii. This allowance will be payable to all the regular faculty members of JNU. A faculty member who joins the Institute during the year will be entitled for this allowance on pro-rata basis.
  - iv. Payment under this allowance will be in the form of reimbursement on submission of original receipts/bills.
  - v. The total expenditure on travel and participation [on items (i) and (ii) should not exceed Rs. 30,000/- per Seed Money Project (SMP). The total period of absence from the University under



the schemes together should not be more than 05 days per semester. Further, these additional travel entitlements are to be used within a given academic year and would not be carried to subsequent years.

- vi. The claim for reimbursement will be submitted in prescribed format for approval to the RAB, and shall thereafter be passed on by the office of Vice-Chancellor to the Finance & Accounts Section for reimbursement to the concerned faculty member.
- vii. Any payment by a faculty member to a party exceeding Rs.10,000/-in a single transaction should be done by cheque, DD, Credit Card or other bank instrument rather than in cash. A copy of the same may be attached along with the claim.
- viii. Claims are expected to be filed within 3 months of the date of the receipt/ bill.
- ix. These guidelines will be effective from May 01, 2024.

#### **6.3.1.1. Research Project Review**

Project progress reports need to be submitted quarterly to the Chairperson: RAB during the entire project execution period. In addition, a presentation on the project progress would be expected every 6 months. On completion of the project, the faculty member is required to submit a detailed completion report, settle all accounts and make a presentation of the findings to the JNU research community including members of the RAB within one month of the scheduled completion date. There are expectations of published research from the Seed Money Projects in addition to formal proposals for one or more projects to be submitted to the external funding agencies.

#### **6.4. Publication Guidelines**

Publications are the currency of achievement in academic research and are the hallmark of a reputed institution. Therefore, Jaipur National University (JNU) encourages its faculty members, staff, students and trainees, etc. to share their work in form of journal articles, conference papers, book chapters, books, etc. However, the public's trust in and benefit from academic research relies upon strict adherence to the highest ethical standards related to publication and dissemination of findings and conclusions.

#### **6.5. Legal and Ethical Framework**

All engaged in research are expected to observe the standards of research practice set out in guidelines by scientific societies in their respective disciplines and in compliance with all other relevant professional bodies, statutory, ethical and contractual obligations. All research projects that involve human or animal subjects must secure the prior approval of the relevant ethics committees.

## 7. INCENTIVES FOR PROMOTION OF RESEARCH

Jaipur National University is a research oriented University which is committed to the pursuit of excellence in research and aims to achieve recognition globally. This policy provides an overview of the research support and financial incentives to Faculty Members, Residents, UG & PG Students and Research Scholars/Research Associates\* on the following lines:

S. No.	Item	Incentive Amount	Minimum (per faculty per Academic Year)
i	<b>For International Publications</b> (In peer reviewed Scopus / SCI Indexed/ WOS/ PUBMED Journals published from abroad)	Rs. 7,500/- (One Time)	2
ii	<b>Publication in Indian Journals</b> (In peer reviewed journals/Conference Proceedings)	Rs. 3,000/- (One Time)	2
iii	For Publication in Books with ISBN No. (Published from India) <b>OR</b>	Rs. 2,000/- (One Time)	**
	For Publication in Book with ISBN No. (Published from Abroad)	Rs. 2,500/- (One Time)	**
iv	For Edited Book(s) with ISBN No. (Indian) (Incentive on pro-rata in case of joint editorship)	Rs. 2,500/- (One Time)	2 per School
v	For Single authored Books (Indian) (Incentive on pro-rata in case of joint authorship)	Rs. 3,000/- (One Time)	2 per School
vi	Community Based Research resulting into publication/s, case study/s, etc.	Rs. 3,000/- (One Time)	2 per School
vii	Interdisciplinary/Inter-University Research resulting into publications.	Rs. 3,000/- (One Time)	2 per School
viii	<b>For Patents</b> For each Patent published, an amount of Rs. 2,000/- and for each patent granted, an amount of Rs. 4,000/- each to be given to the University faculty members only. Patent fee charges to be borne by the University.	<u>Rs. 2,000/-</u> Rs. 4,000/-	2 per School

ix	<b>For Participation in Conferences/Seminars/Symposia</b>	
	<b>Within Country</b> – III AC Fare and Registration amount to the first two authors on production of receipt and Academic Leave up to five days per semester will be granted for participation in Conferences/Seminars/Symposia.	
	<b>Abroad</b> – For Faculty Members, who have put in 3 years of service (Once a year) for others on the discretion of Authorities	<b>50% Air Fare</b> Economy Class, Registration (Boarding & Lodging to be borne by the participant(s).
x	<b>For Ph.D</b> 25% of the Increment amount paid in August / September Salary from the date of award of Ph.D.	
xi	For doing Online MOOC Courses on production of certificate.	Rs. 1,000/- per course
xii	For quality e-content creation and development	Rs. 2000/- per Lecture

\* Applicable for Research Scholars/Research Associates working at JNU Campus.

\*\* Minimum two book chapters per faculty to be published. The categories may be as follows:

- both chapters in books published from India
- both chapters in books published from Abroad
- one chapter each in books published from Indian and Abroad

**Important Notes:**

- Publication incentive scheme is open to all full time faculty of JNU.
- Publication incentive is awarded in full to all JNU Faculty on pro-rata basis:
- Incentive can be claimed only after the research contribution is published / presented.
- Publications having institution affiliation reflecting JAIPUR NATIONAL UNIVERSITY are entitled for incentive.
- The RAB will receive the application and recommend on the award of the incentive, based on merit as per norms.

**7.1. Incentive distribution criteria for the Publication & Patents:**

S. No.	Author (faculty) Pattern and Contribution	Incentive Distribution in %			Total Incentive in %
		First Author	Corresponding Author	Other Authors	
A.	Publication/Patent with only one JNU author	100	Not from JNU	Not from JNU	100
B.	Publication/Patent with one or more JNU corresponding authors	Not from JNU	100/ Number of corresponding authors from JNU	Not from JNU	100

C.	Publication/Patent with one or more JNU authors	Not from JNU	Not from JNU	25/ Number of authors from JNU	25
D.	Publication/Patent with only two JNU authors	50	50	Not from JNU	100
E.	Publication/Patent with more than two authors from JNU with two or more JNU corresponding authors	30	70/ Number of corresponding authors from JNU	Not from JNU	100
F.	Publication/Patent with more than two authors from JNU	40	40	20/ Number of remaining authors from JNU	100
G.	Publication/Patent with more than two authors from JNU with two or more JNU corresponding authors	30	60/ Number of corresponding authors from JNU	10/ Number of remaining authors from JNU	100
H.	Publication/Patent with two or more than two authors from JNU	Not from JNU	60	40/ Number of remaining authors from JNU	100
I.	Publication/Patent with two or more than two authors from JNU with two or more JNU corresponding authors	Not from JNU	80/ Number of corresponding authors from JNU	20/ Number of remaining authors from JNU	100
J.	Publication/Patent with two or more than two authors from JNU, if the corresponding author is not from JNU	60	Not from JNU	40/ Number of remaining authors from JNU	100

## 8. INCENTIVES FOR EXTERNALLY FUNDED RESEARCH PROJECTS

In order to encourage faculty members to solicit funding and work on externally funded research projects, 5% of the research grant credited to JNU's Account during the financial year under consideration will be given as incentive. Grant will enable

only 1 Lakh incentive; 50% as Personal Incentive; 50% for improving facilities in Departments like Color Printer/Sofa/Furniture etc. 2.5% grant will be given after getting 1<sup>st</sup> payment of grant and 2.5% after submission of Utilization Certificate on the completion of the project. Every School should mobilize external funding from various sources to the tune of Rs. 20 lakhs for Science & Technology Programmes and Rs. 10 lakhs for Humanities & Social Sciences.

The incentive amount will be released upon the submission/certification of UC.

Incentive distribution for projects:

Incentive Distribution in %		Total Incentive in %
PI	CO-PIs	
70	30	100

Similarly, to engage and motivate faculty to solicit and work on Consulting Assignments, incentive share between the Institution and Faculty will be in the ratio of 70:30 and each School will work towards mobilizing a minimum funding to the tune of Rs. 15 lakhs per academic year.

## **9. UPGRADATION OF QUALIFICATION**

The objective of this policy framework is to encourage the faculty members to improve their qualification by pursuing Ph.D programme available in the University. The University also gives additional increment on up-gradation of qualification.

The teachers of the University, who are eligible to be admitted to a Ph.D. Programme are entitled to 50% reduction of the fees, if they have completed at least one year of service in Jaipur National University. The concerned faculty has to fill a bond that after the completion of Ph.D., he/she will continue to serve the university at least for the next two years.

### **9.1. Remuneration to Ph.D Supervisors**

The University has the policy of rewarding Ph.D. supervisors and Co-supervisors. The remuneration for evaluation of thesis and viva-voce is Rs. 12,000/- to the Supervisor and Rs. 4,000/- to the Co-Supervisor.

## **10. RESEARCH FELLOWSHIP TO PH.D STUDENTS PURSUING PH.D FROM UNIVERSITY**

The university has provision of awarding Research Assistantship/Fellowship under which the financial assistance of Rs. 10,000/- p.m. is given to the deserving students who are pursuing Ph.D. from the University. To promote collaborative, interdisciplinary, and inter-university research, the research scholars can also avail laboratory equipment and other infrastructural cum learning resource facilities of institutions/collaborating industries of co- supervisors.

Exceptional candidates can be considered for a grant of scholarships under Mahima Shiksha Samiti-Central Entrance Test (MSS-CET).

Note:- Incentives of these kind will enable better outcomes and meaningful participation in NIRF/NACC/NBA.