



Research and Innovation Policy of L.J. University

[Passed in the Research Council Meeting]

Dated 5th February, 2021

Prologue

Generation of knowledge is the cornerstone of any centre of excellence in academics. Research creates the capacity to ask the right kind of questions and seek answers. It creates the capacity to think beyond the set boundaries and create something new and innovative. It calls for a culture of research and innovation, wherein every entity in the institution, from the faculty to its students, is an integral part of this culture. It needs a conducive eco-system to foster knowledge generation and meet the research community's expectations, engaged directly or indirectly, in generating ideas, extending the frontiers of knowledge, and fostering innovations. It is possible only when 'research and innovation' become a culture in the institution.

No university or academic institution can work in isolation. It is imperative to keep open the organisation's door and windows to let the fresh air of thoughts flush the internal environment with the fragrance of new ideas. The University must welcome and encourage networking and collaboration within and outside to exchange and refine ideas and learn from others as much as to share its wisdom. Therefore, the research policy of L.J. University aims to create an eco-system wherein new and innovative ideas germinate and grow; and, creativity leading to innovations is treated paramount. The rules and procedures of this policy are to facilitate researchers and innovators in accomplishing their endeavours.

Objectives of the Policy

This policy offers a broad framework to create and strengthen research and innovation culture at the University. The objectives of this policy are to:

- i) encourage the faculty and students to involve themselves actively in creating new knowledge through theoretical and applied research, collaborative research including external collaborations and networks;
- ii) motivate young minds in breaking the myth of 'impossible' by fostering innovations;
- iii) focus on quality and promote ethical values in research;
- iv) ensure free flow and integration of teaching and research;
- v) encourage innovation and creation of intellectual capital;
- vi) encourage patenting and commercialisation of innovations; and,
- vii) facilitate dissemination of knowledge, thus generated in the University, through publications, conferences, workshops, seminars, training programmes, lectures, faculty exchange, etc.

Broad Contours of Promoting Research

The Policy offers full autonomy to the researchers in working on any specific theme or developing an idea in the domain of their expertise and/or interest. The researchers will have the freedom to collaborate, internally or externally, with academicians who may be nurturing similar interest. They



will also have the freedom and will be encouraged, to approach any external agency for seeking funding support for their research. The scholars will be encouraged to share their findings widely through publications, lectures, seminars, etc. Any constructive criticism of such work will be welcomed, as it will provide an opportunity to improve. However, the Policy mandates and cautions the researchers to scrupulously adhere to the established ethical practices and norms encompassing human rights, health, safety measures, cruelty to animals, etc.

The University shall facilitate research by allocating necessary infrastructure, including access to on-line journals and equipment. The University will also be providing seed-fund for piloting the studies, liberally. However, given the resource constraints, while it may not be possible to fund all the research proposals, it will endeavour to support as many research proposals as possible. The University will make adequate provision for research-related travel, visits to other libraries or laboratories. It will also prepare detailed guidelines to support research endeavours. Support will also be made available to researchers for developing research proposals, and patent filing, etc. However, it expects that the researchers will explore external funding to carry out large projects.

Identification of Thrust Areas

While the researchers will have complete freedom and autonomy to decide their research priority and themes, the University will prioritise contemporary themes that are socially relevant. To meet this desired goal, the University will encourage the Schools to prepare a basket of ideas that have a priority. Young scholars will be encouraged to pursue some of the ideas from this basket. However, this will provide a broad idea of priority, but in no way constrain any researcher to identify his/her idea to work. In case, the University wants to explore some new or contemporary issue, it will announce such areas/themes/topics twice a year, in January and July, and will encourage scholars by offering incentives. Such explorations will be restricted to top three project proposals, submitted by the faculty/students. A separate scheme will be created for this purpose.

Research at U.G. and P.G. Level

The New Education Policy identifies two types of universities viz. teaching driven, (ii) research-driven, and incentivises them differently. L.J. University is envisaged as a research-driven teaching university. Every attempt will be made to make education more creative and meaningful. Research carried out by the faculty, will be brought to the classrooms to enrich the teaching content. In this way, the students will not only learn about the current theory and practice in their domain; they will also get exposed to research. The University proposed taking such learning forward and encouraging students to get involved in their research activities.

To promote research interests among students, L J University will introduce the research component in its curriculum. An attempt will be made to introduce at least one course on research methodology in most undergraduate and postgraduate programmes, in the final year of their courses. The students will be encouraged to undertake Minor Research Projects, under the guidance of their teachers. They will also be encouraged to get involved in the projects being carried out by the faculty. As per the New Education Policy, the students who opt for 4-year graduation programme, will, in any case, have to take up a major research project, in the field of their interest, under the guidance of the faculty and submit the dissertation for evaluation. The dissertation's evaluation will

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be followed by the viva voce, subject to clearance of both the dissertation and viva voce; they will be eligible for the Degree certificate. The research projects will also be an integral part of the post-graduation programmes at the University.

Ph.D. Programme

The Doctoral Programmes will be given a significant thrust in the University. All the Schools constituting the University will be required to mount doctoral and post-doctoral programmes. The programme will be open to full-time scholars as well as part-time scholars who might be working. It will also be open to professional degree holders such as Chartered Accountants, Company Secretaries, etc., subject to the equivalence of their qualifications with a Master's Degree. The University will announce the recruitment of doctoral students, every year in December. Post-graduation in the subject for which one is applying, with a minimum of 55 per cent marks at the last degree will be mandatory, except in the case of SC/ST and SEBC, for whom a relaxation of five per cent marks will be made admissible, as per the Rules of the University Grants Commission. The applicants will have to clear an entrance test comprising of a written test and viva voce. All the candidates who clear the entrance examination will be inducted in the Doctoral programme. The programme's duration is envisaged to be 3-4 years, with a provision of conditional extension of the period up to six years, after which the registration of the student shall be cancelled.

The University may not have expertise in all the areas of research interest of the doctoral students. To meet such exigencies, the University proposes to collaborate with reputed institutions like Institutions of National Importance and centres of excellence in their respective field, such as Physical Research Laboratory (PRL), Indian Space Research Organization (ISRO), Indian Institute of Plasma Research (IPR), etc. in the public sector; and, a few select R&D Centers of reputed industries such as Zydus Cedilla, Torrent Research Center, Intas Pharmaceuticals, etc., in the private sector, and will recognise such organisations as research centres for research work leading to the degree of Ph. D.

The University shall earmark a budget line for doctoral fellowships and creating necessary research infrastructure in different Schools.

The University will encourage its faculty and research scholars to attend national and international workshops/seminars/conferences, for which a limited fund will be made available by the University. The University will encourage the researcher to explore external funding/grants for attending especially international conferences and workshops.

It will be prudent to mention that facilitating a Ph.D. for L.J. University will not be a surplus generation activity. It will be treated as an investment in capacity building of the researchers. It will give back to the scholars more than what it will charge as fees.

Collaborative Research Projects

The University realises the gap in the academia-industry interaction. It also realises that this collaboration is a backbone of academic excellence. The University has already set up an 'Industry-Academia Council' under the Vice-Chancellor's chairmanship. The main agenda of the Council is to:

- (i) create a 'Vision Industry 4.0' for L.J. University, and evolve a strategy to implement the same;

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- (ii) strengthen Industry-Academia Linkage through research and consultations;
- (iii) undertake advocacy with the Central/State Government departments to strengthen policy framework for Industry 4.0, and beyond;
- (iv) design relevant skill development programmes for making available well-accomplished and industry-ready human resources to industry; and
- (v) undertake any activity in pursuance of the above objectives.

With these objectives in mind, the University has planned the following activities:

(i) Industry-Sponsored Research Project:

The University proposes a two-prong strategy to foster and strengthen this interaction, viz. (i) identifying the problems -technical and managerial - in the industry and attempting to solve those problems. In such cases, the industry could be charged a subsidised consultancy rate; (ii) industry may identify a problem and approaches the University for a Solution. In this case, the industry will be expected to meet the full cost of the intervention. Sometimes, the intervention may lead to inventions and require patenting. In such a case, the faculty will be the innovator, and the industry and the University, will be the assignees in equal proportion.

In several cases, the projects call for an inter-disciplinary approach. In such cases, experts from related disciplines will be drawn to offer support to the industry. Creating such inter-disciplinary teams could be difficult for the industry, whereas it could be done easily by the University. It will be a win-win situation for all. The industry will get a solution to the problem, a researcher will acquire learning, and the University will get branding as a centre of excellence.

(ii) Collaborative Research (Domestic and International)

In present days, the generation of knowledge is widespread. Various universities and institutions are working on the same or similar problems. It is likely to pay rich dividends if such pieces scattered all around could be brought at one platform. The output could be faster and much cost-effective and more efficient if done collaboratively, drawing upon the strengths of various institutions engaged in finding a solution to the same or similar problem. Thus, 'collaboration' is the name of the game, collaboration at local, regional, national and international.

L J University is negotiating and signing MoUs with reputed institutions across the globe (initially focusing France, Germany, UK, USA and South Africa), besides entering into a collaboration with centres on excellence in the country for conducting joint research in the areas of mutual interest.

Capacity Building for Research and Publication in the University

So far, most of our universities and colleges of higher learning have been focusing on teaching. Research has been an area that was less explored and relatively lesser, attended by the faculty. The New Education Policy, recently announced by Government of India, stipulates a binary of teaching-intensive universities and research-intensive universities. We envisage L J University to emerge as a research-driven teaching university. However, it will necessitate a reorientation of the faculty, as many have little research orientation. Even those who wish to engage in research find difficulty proceeding ahead due to their limited research skills. They may fall short on conceiving and writing



a good research proposal, to begin with. Therefore, the University proposes to conduct a series of programmes on various facets of research for the faculty. A scheme for promoting research is being evolved, presently.

At present, very few faculty members can publish in reputed journals. Following the axiom of 'publish or perish', the University will lay heavy focus on publication. The University is evolving an incentive structure to encourage its faculty members to publish in reputed journals. Once research picks up, it is expected that increasingly a higher number of faculty members will be publishing their research outputs. Each school in the University shall prepare a list of reputed journals in their domain. The incentives will be offered in a graded manner, depending upon the reputation of the Journal.

It is also planned to begin with a working paper series in each of the schools, with an ultimate objective of bringing a peer-reviewed journal of high repute by the school, say in the next 5-7 years.

The schools shall also encourage the schools to organise research seminars, workshops and conferences to give a sound push to research endeavours. **(Please see Annexure I)**

Promoting Innovations in the University

Several students have very innovative ideas while undergoing their undergraduate studies. However, the present education system seldom allows them to develop their ideas, get patented and commercialise. Students have many ideas on which they want to. The L J Group of Institutions have been supporting startups for quite some time. They also organise a well-known event "L J Innovation Village" in which about 100 innovators across the country participate along with their innovation prototypes. This platform also offers an opportunity to pitch before the investors for raising funds. It will also encourage the students to file and publish their patents. University will extend funding support and meet the cost of patenting the product/process of the students.

All this, however, starts from a nascent idea that the students might have. Therefore, it is imperative to facilitate the process of converting a raw idea into a viable and commercialised product. The University will encourage and foster such ideas and take them forward through its incubation programme. However, before joining incubators, the students will be encouraged to use idea labs created in each School of the University and reach the stage of the proof of concept. The University is evolving its incubation policy which will provide detailed guidelines for potential incubatees.

Patenting and safeguarding Intellectual Property Rights

The University envisages strengthening research that leads to patents. The University will encourage its faculty and researchers to come up with patentable research. The University will be happy to meet the costs involved in patenting the innovations, especially from its Schools of Engineering, Pharmacy, Biotechnology, architecture, and Sciences. The University will also be willing to extend this facility to its incubatees as well, on a selective basis, if need be. The University has been facilitating awareness about intellectual property rights among faculty, researchers, and scholars to know patenting requirements, including documentation required for the same.. Sources such as the Department of Science, and Department of bio-Technology, Government of India, and GUJCOST, Government of Gujarat, will be tapped to fund the patent. In case, the innovation has high potential for commercialisation, even the University will invest the required resources.

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While the University will bear the costs involved in filing a patent, it will be expected that the researcher will share the earnings with the University once it is commercialised. Guidelines will be developed to this effect.

Establishment of Research Chairs

The University also envisages the creation of Research Chairs in various disciplines. It will appoint Professors Emeritus and Chair Professors to occupy such prestigious positions. A Committee, consisting of reputed and well-known researchers will select such academicians from senior scientists or professors. They will be expected to research on cutting edge technology or some contemporary issue. Besides conducting research, they will also be expected to deliver at least one public lecture each year, besides mentoring the faculty and teaching at least one courses every year.

Establishment of Research Directorate and Research Review Board

To promote, monitor and incentivise research, the University shall set up a Research Directorate to administer various research related activities. It is also decided to set up a Research Review Board, to be chaired by the Vice-Chancellor. It will also have the Deans/heads of the Schools as its Members. Director of the Research Directorate will be the ex-officio Member-Secretary of the Board. The Board will invite research proposals from the faculty twice a year. It will evaluate the proposals and decide funding support for successful proposals, monitor the progress, every quarter, and assess the outcome/output of the research. The Directorate will also coordinate the patenting of innovations and dissemination of the research findings.

The Board will also encourage organising seminars, workshops and conferences by various schools, and also encourage publication of the volume based on the papers submitted by various researchers. The Directorate, under the guidance of the Board, will put in place a quality Assurance Framework.

The Board will meet every quarter to take the activities forward.

Research Misconduct

The University has a strict Ethics Policy. Any violation of the L J University Ethics Policy will be treated seriously. The areas covered under this domain include any misconduct such as falsification or plagiarism in proposing, performing or reviewing research or reporting research results, and other violations of the University such as sexual harassment. Severe disciplinary action will be taken against the alleged person if found guilty after a fair inquiry.

Review of the Policy

The policy will be reviewed after three years.

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Registrar



Annexure 'I'
Scheme for Promoting Research among the
Faculty Members of the L J University

L J University's vision is to emerge as a front-ranking, research-led teaching university in the country. This is possible only when the university faculty members generate a significant output of original and cutting-edge research. The University would like to follow the axiom of 'Publish or Perish'. Therefore, the University endeavours to promote and strengthen quality research among its faculty members. The faculty will be encouraged to publish his/her research outcomes as books published by reputed publishers and research papers published in top-ranked research journals. Besides publication, they will also be encouraged and supported to present papers in seminars/conferences of repute, within and outside the country, organise seminars and conferences, hold colloquiums and special lectures, enhance quality research and create a culture of research in the University.

However, the University is aware that research needs resources, human and fiscal. The University would like to facilitate the faculty members to research by creating time and resources. To operationalise the vision, this scheme has been evolved so that the faculty University starts generating a wealth of knowledge. This will earn national and international recognition for the concerned faculty and bring laurels reputation for the University. This document, henceforth known as "The Scheme for Promoting Research in the L J University". This scheme is created specifically to promote research among the faculty of the University. The scheme will facilitate research by offering incentives of various kinds viz.:

1. Funding Research Proposals of the faculty
2. Financial Incentive for Publications
3. Awards, prizes and recognition
4. Support for attending national/regional workshops, seminars and conferences
5. Support for attending international seminars and conferences
6. Incentive in terms of more weightage for the career advancement

1. Funding Research Proposals:

The faculty members are encouraged to submit their research proposals to their respective Heads of the Department. The theme of the proposal should be contemporary and should extend the frontiers of knowledge. The format for submission of the proposal is attached as Annexure-I. Once submitted, the proposal will be sent to two external experts for referral and will be sanctioned only if the referees' feedback is positive. However, the concerned faculty may resubmit the proposal after integrating the external referees' suggestions/concerns. Rs.1,00,000 will be made available to the faculty for conducting research. Based on the research, the faculty members are expected to explore external funding for a larger study that could also be an extension of their study.

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2. Financial Incentive for Publication

To encourage publication by the faculty members, the University will give cash awards to the faculty members who publish their papers in reputed journals. The amount of the cash reward will vary depending upon the reputation of the journal; the paper has been published in, as follows:

- (i) Grade 'A' Journals in science and engineering streams such as Nature, Science, and the like (Journals with more than 4.0 SJR or more than 280 H Index or more than 6.0 Impact factor) Rs. 100,000/- per paper
- (ii) Grade 'A' Journals in social sciences and management like the Academy of Management Annals, Academy of Management Journal, Harvard Business Review, and the like (Journals with more than 3.0 SJR or more than 150 H Index or more than 5.0 Impact factor) Rs. 100,000/- per paper
- (iii) Grade 'B' Journals in the science and engineering streams like Lancet, Journal of American Chemical Society, Nature Microbiology, Microbiology and Molecular Biology Reviews, Nature Methods, Nature Biotechnology and journals of similar standard (Journals with more than 3.0 SJR or more than 150 H Index or more than 5.0 Impact factor): Rs. 50,000/-.
- (iv) Grade 'B' Journals in social; sciences and management with more than 2.0 SJR or over 100 H Index or more than 4.0 Impact factor.: Rs. 50,000/-
- (v) Grade 'C' Journals with more than 1.0 SJR or over 75 H Index or over 2.0 Impact factor: Rs. 25,000/-
- (vi) It may be noted that the Impact Factor published only by Clarivate Analytics (Thomson Reuters) will be considered for the awards.
- (vii) Grade 'D' Journals listed in Web of Science or ABDC or Scopus, etc. Rs. 11,000/-
- (viii) Grade 'E' Journals listed in the University Grants Commission Care List Group II: Rs. 5,000/-
- (ix) Grade 'E' Journals listed in UGC Care List – I: Rs. 2,100

If more than one person writes the paper, the cash reward will be divided equally. However, papers written jointly with a Ph. D. Scholar will not qualify for this reward by his/her research supervisor.

The list of such journals by each discipline will be made available to the researchers/authors.

3. Awards, Prizes and Recognition

- (i) A faculty who published more than 5 papers in a year in at least Grade 'C' Journals will be felicitated publicly in the University in a specially organised function and given a certificate of merit, and Rs. 11,000/- as a cash reward. A person who publishes at least 3 papers in Category 'C' Journals will be given a Merit certificate and a cash award of Rs. 5,000/-.
- (ii) Similarly, if a faculty publishes a scholarly book (not a textbook), (s)he will be felicitated publicly and given a cash reward of Rs. 11,000/-, subject to the condition that the book should be published by a reputed publisher like Sage, Springer, Oxford University Press, Tata McGraw, Elsevier, John Wiley & Sons,

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Taylor & Francis, Sage Publications, Blackwell Publishers, Cambridge University Press, etc. However, for the first two years, the books published by other reputed publishers will also be considered for the award.

- (iii) For Best Paper Award Published in an international/national journal: A matching amount given by the journal.
- (iv) For Best Oral Presentation award at National/International conferences: Matching amount as given by the organisers.
- (v) For Best Poster Presentation award at National/International conferences: Matching amount as given by the organisers.
- (vi) For awards like Shanti Swaroop Bhatnagar award, Young Scientist Award, Scientist of the year award: Rs. 25000/-.
- (vii) Best teacher of the year award, Lifetime achievement award by national bodies/State and Union governments: Rs. 10,000/-.
- (viii) An incentive worth Rs. 15, 000/- will be awarded if a faculty bags an external research grants higher than Rs. 15,00,000/-.
- (ix) For International Patent and its conversion into deliverables/marketable product: Rs. 20,000.
- (x) For National Patent and its conversion into deliverables/marketable product: Rs. 10,000

4. Support for Attending National/Regional Workshops, Seminars and Conferences

The faculty can attend one conference/seminar/workshop of academic standing and repute, once in two years if her/his paper is accepted for presentation in the conference/seminar/workshop. The faculty will be reimbursed 2-tier A.C. railway fare for travelling between Ahmedabad and the conference place, besides registration fees (if any) of the conference, and Rs.250 per day toward out of pocket expense for conference/seminar/workshop days, as well as travelling days. However, if more than one person writes a paper, only the principal author will be entitled to this facility. The University will notify the Conferences that will be eligible for faculty members to support.

5. Support for Attending International Seminars and Conferences

The faculty can attend one International conference/seminar/workshop of academic standing and international repute, once in five (5) years, provided that her/his paper is accepted for presentation in the conference/seminar/workshop. The faculty will be reimbursed economy airfare from Ahmedabad to place of conference, besides registration fees (if any) of the conference, and US\$ 50 per day toward out of pocket expense for conference/seminar/workshop days, plus one day before and one day after the event. However, if more than one person writes a paper, only the principal author will be entitled

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to this facility. The University will notify the International Conferences that will be eligible for faculty members to support.

6. Incentive in terms of Higher Weightage in the Career Advancement

All the above achievements will be converted into points and will have a weightage of 25 per cent in the advancement of their career.

Note: A faculty who avails such benefit under any other university scheme will not be entitled to avail benefit of these schemes. For example, a university faculty registered for the Doctoral Programme will be entitled to either of the schemes but not for both.

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Item No.4: Amendment in the Scheme for Promoting Research among the Faculty Members of the L J University (Item 2 – Sub-section-vii):

Vice Chancellor briefed the Members on the amendment in the Scheme for Promoting Research among the faculty members (Item-2: sub-section-vii). The Members consented to the proposition that the financial reward for Journals listed in Q3 and Q4 of Scopus be Rs.5,000/- instead of Rs. 11000/-. The same rule will apply to the Web of Science ESCI collection Journals.

Approved

Item No. 5: Conference Proceedings Published in Special Conference Volume:

The Members noted the clarification on publications in conference proceedings. They agreed that a paper in the Conference Volume published by organizer will not be eligible for the Incentive, unless the conference paper is published in a special conference volume published by a reputed journal (as stipulated in the incentive rules).

Approved

Item No. 6: Registration of Ph.D. Students in the University:

The Members of the Council took note of it and appreciated the efforts of L J University in promoting Research.

Noted

Item No. 7: To Reallocate Ph.D. Supervisor in place of Dr. Ramesh Prajapati:

The Members took note of the resignation of Dr. Ramesh Prajapati from University services. The Council authorized Vice Chancellor to take an appropriate decision and allocate a competent and qualified Ph.D. Supervisor for Ms. Anu Thomas in place of Dr. Prajapati. The Members also suggested that Vice Chancellor is authorized to take an appropriate decision for such exigencies in future.

Approved

Item No 8: Admission in PhD, and Exemption from Coursework of Mr. Devang R Shah, Assistant Professor, LJ University:

The Research Council considered Mr. Devang R Shah's request to shift from Indian Petroleum University Dehradun (PUD), where he is pursuing his Ph.D., to LJ University for carrying out his research leading to the degree of Ph.D., after completing necessary formalities. The Members consented to exempt Mr. Devang Shah from the course work as he has submitted the proof of completion of the coursework at PUD. Also, for such cases that might come in future, exemption may be given if the department Director/HoD certifies that course work completed at the other University by the aspiring Ph.D. scholar is comprehensive and there is no need to repeat it at L J University.

Approved

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Annexure ‘B’

SCHEME FOR PROMOTING RESEARCH AMONG THE FACULTY MEMBERS OF THE L J UNIVERSITY

L J University's vision is to emerge as a front-ranking, research-led teaching university in the country. This is possible only when the university faculty members generate a significant output of original and cutting-edge research. The University would like to follow the axiom of ‘Publish or Perish’. Therefore, the University endeavors to promote and strengthen quality research among its faculty members. The faculty will be encouraged to publish their research outcomes as books published by reputed publishers and research papers published in top-ranked research journals. Besides publication, they will also be encouraged and supported to present papers in seminars/conferences of repute, within and outside the country, organize seminars and conferences, hold colloquiums and special lectures, enhance quality research, and create a culture of research in the University.

However, the University is aware that research needs resources, human and fiscal. The University would like to facilitate the faculty members to research by creating time and resources. To operationalize the vision, this scheme has been evolved so that the faculty University starts generating a wealth of knowledge. This will earn national and international recognition for the concerned faculty and bring laurels reputation for the University. This document, henceforth known as “The Scheme for Promoting Research in the L J University”. This scheme is created specifically to promote research among the faculty of the University. The scheme will facilitate research by offering incentives of various kinds viz.:

1. Funding Research Proposals of the faculty

- Faculty members of L J University are encouraged to submit research proposals to their respective Directors of the School. The Director shall forward it to the Research Department with their observations and approval.
- The research proposal should focus on contemporary topics and aim at expanding the frontiers of knowledge. Maximum financial support available to a project under the scheme is Rs 1 lakh.
- Detailed guidelines for proposal submission can be found in Annexure-I.
- Financial support for research projects will be allocated exclusively to initiatives within L J University. Funding for projects undertaken by faculty members at other institutions will not be approved except in the case of bilateral or multilateral projects wherein matching grant is being put up by the collaborating institutions.

Funds Disbursement:

- The granted funds will be deposited into the School's account.
- In cases where research-related expenses exceed Rs. 10,000, faculty members can claim the funds based on need with the prior approval of the Director.

- For expenses up to Rs. 10,000, the funds will be deposited directly in the faculty member's account, streamlining the process and ensuring timely access.

Project Management:

- Faculty members are required to submit quarterly progress reports to the Research Department, with a focus on fund disbursement and project milestones (Collect format from Research Department).
- Faculty members must complete the current project and achieve the specified deliverables before applying for another research grant, regardless of the year.
- Post completion of the project, faculty members need to submit a detailed report which will be placed before the Vice chancellor of the university (Refer to project report guidelines)
- Post completion of the project, a utilization certificate need to be submitted to the research department (Collect format from Research Department)

Collaboration and Maximum Funding Limit:

- The maximum amount faculty members can claim for a single project is Rs. 1 lakh. This limit is imposed to encourage collaboration and interdisciplinary research.
- Faculty members are strongly encouraged to collaborate with colleagues from other schools within the university to foster cross-disciplinary research initiatives.

By integrating these points into the financial incentive policy, L J University aims to promote a culture of research excellence and collaboration among its faculty members. This updated policy ensures fair access to research funds, timely disbursement, and accountability in project management.

1.1 Goods Procurement for Faculty Members (Expenses up to Rs 10,000):

1. Application and Approval:

- Faculty members preparing an application for necessary goods (e.g., chemicals, equipment) must submit it to the Director of the school and the Research Department, with the approval of their HoD.

2. Initiating Procurement:

- Once approved by the Director and the Research Department, the procurement request is submitted to the designated procurement official in the School or department responsible for procurement management.

3. Procurement Process:

- Goods are acquired through the established procurement system within the school or department.

- Upon receiving the goods, entries are made in both the school's stock register and the Research Department's records.
- The items are then issued to the respective faculty members.

4. Notification:

- The individual in charge of the laboratory, stock, or workshop notifies both the faculty member and their supervisor about the receipt of goods.

5. Material Issuance:

- Faculty members can request the laboratory, stock, or workshop manager to issue the required quantity of materials.
- The issued quantity is duly recorded in both the school and Research Department records.

6. Bill Submission:

- **Bill Submission:** The procurement bill is forwarded to the Directorate of Research (DoR) with all necessary details for the transfer or crediting of the amount to the school or department's bank account through the University's finance department.

1.2 Services Procurement for Faculty Members (Expenses up to Rs 10,000):

1. Application and Approval:

- Faculty members seeking required services must prepare an application and submit it to the Research Department through their Director for approval.

2. Approved Vendor List:

- If an approved vendor list for services exists within the school or department, the procurement/outsourcing official processes the request based on the list.

3. Vendor Selection:

- In cases where there is no approved vendor, a 3-member committee, formed by the school's Director, identifies and finalizes a vendor through a quotation process.
- The selected vendor is then issued a work order.

4. Specialized Services:

- When specialized services are necessary, and obtaining formal quotations is challenging, the final decision will be made in consultation with and under the approvals of the Department Head, Director, and the Research Department. Excluded items include APC, Editing and other language related services, any other services not available in-house. Subject to discretion of the research department.

5. Bill Submission:

- The bill for services is forwarded to the Department of Research (DoR) along with all necessary details for the transfer or crediting of the amount to the school or department's account.
- Financial Incentive for Publication**

To encourage publication by the faculty members, the University will give cash awards to the faculty members who publish their papers in reputed journals, subject to due credit and accreditation to LJ University in the research paper/patent/copyright. The amount of the cash reward will vary depending upon the reputation of the journal; the paper has been published in, as follows (School Wise):

Management/Commerce and related

Scopus SJR	OR ABDC	OR ABS	OR Case Study	Approved Incentive (Rs)
>=6	A*	4*	HBR	3,00,000
>=3.5		3*		2,00,000
>=2	A	2*, 1*	NACRA/IVY	75,000
>=1				30,000
>=0.3	B	-		15,000
>=0.2	C	-	All the Case study publishers having tie ups with Harvard Business Publishing for distribution. For list, please refer https://hbsp.harvard.edu/partners/	12,500
>0.1	-	-	a) The Case Centre, b) The Asia Case Research Centre (HKU Business School), c) Journal of Business Cases and Applications, d) International Journal of Case Studies in Management-IJCSM (HEC Montreal Case Centre), e) The AIMA (All India Management Association) case research centre	11,000
Indexed				5,000

Physiotherapy and related

SJR	OR WoS IF	Approved Incentive (Rs)
> 3	>10	300000
>2	>5	100000
> 0.8	>3.5	75000
> 0.4	>2.5	35000
> 0.19	>1	25000
< 0.19	-	11000
Indexed	Indexed	5000

Computer Science/IT Engineering and related

IEEE	OR ACM	OR SJR	OR WoS (IF)	Approved Incentive (Rs)
x	x	>5	>15	3,00,000
-	-	>3.5	> 10	1,50,000
-	-	>1.5	> 6	75,000
-	-	>0.6	> 3	30,000
-	-	>0.3	>1.5	15,000
-	-	>0.1	>0.1	12,500
-	-	Indexed	Indexed	5,000

Non-IT Engineering and related

SJR	OR WoS IF	Approved Incentive (Rs)
>10	>15	3,00,000
>5	>10	2,00,000
>3	>7	1,00,000
>1	>5	50,000
>0.7	>4	25,000
>0.5	>3	15,000
>0.3	>2	12,500
>0.1	>1	11,000

Indexed	Indexed	5,000
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Pharmacy/Applied Sciences and related

Clarivate IF	OR SJR	Approved Incentive (Rs)
>=15	> 6	300000
>=12	> 3	150000
>=7	> 2	100000
>=6	>1.8	75000
>=5	>1.4	50000
>=4	> 0.8	35000
>=3	>0.6	30000
>=2	> 0.5	25000
>=1	> 0.2	12500
>0.1	>0.1	11000
Indexed	Indexed	5000

Law and related

Scopus	OR SCC	OR AIR (Hardcopy)	OR AIR (Web)	OR Bar Council Journals	OR Manupatra	Or Hein	OR NLU Journals	Approved Incentive (Rs)
Q1								1,50,000
Q2								35,000
Q3		x					x	20,000
Q4			x	x	x	x		12,000
Indexed	x							5,000

Architecture/Planning and related

SCOPUS	Approved Incentive (Rs)
Q1	100000
Q2	50000
Q3	25000
Q4	11000
Indexed	5000

- All UGC-Care Journals publications will receive incentive of Rs 2100.

In case where publication of the paper is an outcome of the research grant given by LJ university, the following incentive shall be provided:

- Grant Amount up to 25,000: Full incentive will be provided for publications.
- Grant Amount between 25,001 and 50,000: 50% of the total incentive amount will be given for publications.
- Grant Amount between 50,001 and 75,000: 25% of the total incentive amount will be given for publications.
- Grant Amount exceeding 75,000: No additional incentive will be provided for publications.

Note: Grant includes new-gen grants too. If more than one person writes the paper, the cash reward will be divided equally. Emerging index of WoS will not be considered for financial incentive.

Incentive would be provided after successful uploading of the publication details on the google sheet. All applications must be submitted to the Directorate of Research within 2 months of online publication date.



3. Awards, Prizes and Recognition:

- (i) A paper published in an edited book as a chapter (relevant to their discipline) will also be considered for an incentive of a cash award of Rs. 7000 to the Faculty Member who publishes it in an edited book published by a Scopus indexed publisher.
- (ii) A paper published as a chapter in an edited textbook (relevant to their discipline) will also be considered for an incentive of a cash award of Rs. 5000 to the Faculty Member who publishes it in an edited textbook. A comprehensive list of approved textbook publishers is provided in Annexure.
- (iii) Faculty members who have edited a textbook or reference book relevant to their discipline and published by a reputed publisher will be eligible for a cash award of Rs. 11,000/-. A list of approved reputable publishers is available in Annexure
(Note: In the case of individuals contributing multiple chapters to the same book, the full incentive will be provided for the first chapter. For the second chapter, a 50% incentive will be awarded. This incentive structure applies for up to two chapters, with no further incentives beyond the second chapter. Claim can be made for either chapter contribution or editing.)
- (iv) The Council recommended that the incentive be given for the articles/papers published in the Scopus indexed publication of the Conference/Seminar proceedings or edited books using the same parameters as applicable as per the current Research Policy.

- (v) For Best Paper Award Published in an international/national journal: A matching amount given by the journal.
- (vi) For Best Oral Presentation award at National/International conferences: Matching amount as given by the organizers.
- (vii) For Best Poster Presentation award at National/International conferences: Matching amount as given by the organizers.
- (viii) A token of appreciation, in the form of a small reward of Rs 2100, will be granted to the authors of the second and third-best papers.
- (ix) For awards like Shanti Swarup Bhatnagar award, Young Scientist Award, Scientist of the year award by State/National/international government bodies and other well recognized and reputed trust/company: Rs. 25000/-
- (x) Best teacher of the year award, Lifetime achievement award by national bodies/State and Union governments: Rs. 10,000/-
- (xi) Research grants higher than Rs. 15,00,000/- obtained from Government funding agencies: Rs. 15,000/-
- (xii) For Granted International Patent/copyright (Non-Design): Rs. 25,000.
- (xiii) For Granted National Patent/copyright (Non-Design): Rs. 15,000
- (xiv) For granted Design Patents (National and International): Rs 5000
(The minimum amount of patent incentive will be Rs 5000 even though there could be a number of persons holding that patent)
- (xv) It was recommended that 3/5 publications in any journal listed in SCOPUS/ Web of Science/ABDC in an academic year shall be considered for the merit certificate and a reward. Rs. 5000 will be given if a faculty has published three (3) papers, and a reward of Rs. 11000/- will be given for publishing five (5) papers in an academic year. It was also decided that published book chapters and case studies will also be treated at par with papers/articles.

4. Revised Support Policy for National/Regional Workshop, Seminar, and Conference Attendance (organized in India) (Up to Rs 25,000):

In pursuit of fostering continuous professional development and scholarly engagement, the following policy is instituted for faculty members who have maintained continuous full-time status at L J University for at least two years, allowing them eligibility for support to attend national/regional workshops, seminars, and conferences of academic standing and reputation, in offline mode. Faculty members invited as chair/co-chair/invited speakers are also eligible for this support.:

1. Attendance Frequency:

- Faculty members will be financially supported to attend one offline international/national/regional conference, seminar, or workshop every two years.

2. Poster Presentation or Attendance:

- Faculty members are also eligible for support to attend or present posters at national/regional workshops, seminars, or conferences. The attendance

frequency for poster presentation or attendance is limited to one event every two years.

3. Paper Acceptance Requirement:

- Faculty members seeking support for attending a conference, seminar, or workshop can choose between either:
 - Having their paper accepted for presentation at the event, with LJ University supporting 70% of the total expenses.
 - Attending or presenting posters at conferences, with LJ University supporting 50% of the total expenses.

4. Research-Oriented Seminar, Workshop or Symposium Requirement:

- To qualify for support within the current policy, seminars, workshops or symposiums must be research-oriented.
- Director's approval is mandatory for faculty members to attend research-oriented seminars, workshops or symposiums.

5. Reimbursement Details:

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- For conferences where papers are accepted: LJ University will reimburse faculty members for 70% of the total expenses based on the following criteria:
 - 2-tier A.C. railway fare for travel between Ahmedabad and the conference location.
 - Registration fees (if applicable) for the conference, seminar, or workshop.
 - Faculty members must submit a certificate of attendance and a short report detailing their experience before claiming reimbursement.
 - For attendance or poster presentation: LJ University will reimburse faculty members for 50% of the total expenses based on the same criteria.

6. Faculty Contribution:

- Faculty members are required to contribute the remaining 30% of the total expenses associated with attending conferences where papers are accepted and 50% for attendance or poster presentation. This includes costs related to travel and registration fees.

7. Authorship and Principal Author:

- In cases where multiple individuals collaborate on a paper, one of the authors will be entitled to the reimbursement benefits outlined in this policy.

This comprehensive policy aims to provide equitable opportunities for faculty members to engage in academic events, promoting their continuous professional development at L J University.

5. Revised Policy on Faculty Conference/Seminar/Workshop Attendance (Organised Abroad) (Up to Rs 50,000):

The faculty members are encouraged to enhance their academic growth and international exposure by participating in conferences, seminars, symposiums and workshops of significant academic standing and international repute, in offline mode. Faculty members invited as chair/co-chair/invited speakers are also eligible for this support. To support this endeavor, the following policy has been established:

1. Eligibility Criteria:

- Full-time faculty members who have been with L J University for a minimum of two years are eligible for support under this policy.

2. Attendance Frequency:

- Faculty members will be supported to attend up to two offline international conferences, seminars, or workshops every five (5) years. To maintain a reasonable gap, a minimum of two years is recommended between each supported event.

3. Expense Sharing:

- Faculty members are expected to contribute 30% of the total expenses incurred for attending the conference, seminar, or workshop. This includes costs such as economy airfare from Ahmedabad to the event location and registration fees (if applicable).

4. Paper Acceptance Requirement:

- Faculty members seeking reimbursement for their conference attendance must have their paper accepted for presentation at the respective conference, seminar, or workshop. The acceptance confirmation should be provided as part of the reimbursement request.

5. Reimbursement Details:

- The following expenses will be eligible for reimbursement:
 - Economy airfare from Ahmedabad to the conference/seminar/workshop location.
 - Registration fees (if applicable) for the event.

6. Authorship and Principal Author:

- In the case of collaborative paper writing, one of the author will be entitled to the reimbursement benefits outlined in this policy.

7. Reimbursement Process:

- Faculty members must adhere to the reimbursement process set forth by the University. This process includes submitting necessary documentation such as paper acceptance letters, and a detailed reimbursement request before registering for the conference.

Note: A faculty who avails such benefit under any other university scheme will not be entitled to avail benefit of these schemes. For example, university faculty registered for the Doctoral Programme will not be entitled to faculty support scheme.

