



Salary Increment Policy for faculty

Sub: Increment Policy for the year 2021

Ref: (i) R/Circular-552/2020-21 dated March 1, 2021

(ii) Salary Increment Policy for Promoting Research

As per R/Circular-552/2020-21 dated March 1, 2021 (ref(i)), regarding modification in annual increment cycle, the Management has decided to release the increment with the salary of July, 2021 payable in August, 2021.

Teaching staff has to submit revised API from attached herewith to HOD/HOI in soft copy only with necessary proofs on or before July 7, 2021. HOD/HOI has to verify the API score of the faculty and submit one consolidated summary report of API score in prescribed format attached herewith in hard copy duly verified by Academic Director, Dean on or before July 10, 2021. The API score will be further verified by IQAC Director and approved by the Hon. Provost and forward to the HR department on or before July 12, 2021 for Hon. President's approval.

Teaching staff members who have joined up to 31-12-2020 are eligible for increment for the year 2021. Therefore, revised API Form and API score summary report should be prepared and submitted for eligible teaching staff only.

Increment policy shall be determined considering following points.

- Minimum basic increment shall be granted to all teaching staff members.
- Additional increment shall be granted on the basis of API score secured by the teaching staff. Guidelines to calculate API score is attached herewith which may be carefully considered.
- API score will include.
 1. Teaching, learning & evaluation related activities, additional knowledge resources provided to students, use of participatory & innovative teaching learning methodologies, updating subject content, course improvement, examination duties assigned & performed etc.
 2. Co-curricular, extension & field based professional development related activities performed, contribution to institution through participation in academic & administrative committees & responsibilities, participation in seminars, conference, short term training courses, talks, lectures, membership of association etc.
 3. Conducted/ undertaken symposia, workshops, exhibitions, open forum, social responsibility initiatives, study tours, TTPs, FDPs, FIPs, QIPs etc.



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4. Publication of research paper in journals, book/book chapter publication, translation work, creation of ICT mediated teaching learning pedagogy, content & development of new & innovative courses & curricula, research guidance provided to Ph.D./PG students, undertaken research projects, consultancy provided, Patent filed & awarded, policy document created, awards/fellowship received, invited lectures/resource person, paper presentation etc.

 - Additional increment shall also be granted on the basis of ARC score.
 - Special additional increment will be given by the management by using discretionary power and considering extraordinary consistent performance, targets achieved, loyalty, sincerity, hard work as a special case.
 - Those faculty members who have not appeared in ARC shall not be eligible for any increment.
 - Teachers whose feedback through proper channel has been unfavorable will not be eligible for annual increment.
 - Non-teaching staff shall be granted minimum increment as per the decision of the President. Principal/Director/HOD of Cell/Department shall submit the list of non-teaching staff with the recommendation for release of increment in prescribed format attached herewith.

(ii) Salary Increment Policy for Promoting Research

1. 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 | Proposed 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 |



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| | | | | |
|------------|---|---|---|--------|
| ≥ 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 | Proposed 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) | Proposed Incentive (Rs) |
| x | x | > 5 | > 15 | 3,00,000 |
| - | - | > 3.5 | > 10 | 1,50,000 |
| - | - | > 1.5 | > 6 | 75,000 |



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| | | | | |
|---|---|---------|---------|--------|
| - | - | >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 | Proposed 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 |

Pharmacy/Applied Sciences and related

| Clarivate IF | OR SJR | Proposed Incentive (Rs) |
|--------------|---------|-------------------------|
| >=15 | > 6 | 300000 |
| >=12 | > 3 | 150000 |
| >=7 | > 2 | 75000 |
| >=6 | >1.8 | 50000 |
| >=5 | >1.4 | 45000 |
| >=4 | > 0.8 | 35000 |
| >=3 | >0.6 | 30000 |
| >=2 | > 0.5 | 25000 |
| >=1 | > 0.2 | 12500 |
| >0.1 | >0.1 | 11000 |
| Indexed | Indexed | 5000 |



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| Law and related | | | | | | | | |
|-----------------|--------|----------------------|-----------------|-------------------------------|-----------------|------------|---------------------------|------------------------------------|
| Scopus | OR SCC | OR AIR (Hardcopy) | OR AIR (Web) | OR Bar Council Journals | OR Manupatra | Or Hein | OR NLU Journal s | Propose d Incentiv e (Rs) |
| Q1 | | | | | | | | 1,50,000 |
| Q2 | | | | | | | | 35,000 |
| Q3 | | x | | | | | x | 20,000 |
| Q4 | | | x | x | x | x | | 12,000 |
| Indexe d | x | | | | | | | 5,000 |

Architecture/Planning and related

| SCOPUS | Proposed 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.



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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.

2. 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 reputed publisher. A comprehensive list of approved textbook publishers is provided in Annexure.
- (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/-



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- (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.