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DOON BUSINESS SCHOOL-GROUP, SELAQUI, DEHRADUN

No.HRP-102/2019

Dated 28 March 2019

SUBJECT: INCENTIVE POLICY FOR RESEARCH AND PUBLICATIONS

1.0 OBJECTIVE: The primary objective of the policy is to motivate the faculty members of the DBS-group to undertake quality research, consultancy, and other research related activities and to have quality publications. The policy focuses on encouraging the faculty on exploring new frontiers of knowledge aimed at fostering better learning experience for the students

The objectives of the policy are summarized as follows:

- To foster a research culture at the DBS- Group
- To ensure integration of research outputs with the curricula through teaching-learning process, wherever appropriate
- To effectively disseminate DBS-Group's research output for greater visibility amongst key stakeholders

2.0 SCOPE OF THE POLICY:

2.1 All regular, full time (including those allowed on 3/4/5 days pattern and Flexitime) faculty members are covered under the policy. Faculty members re-employed post retirement are also covered, however, visiting and guest faculty are excluded from the scope of this policy.

2.2 Service relationship with the DBS group MUST be prominently mentioned in the publications and research proposals/work to qualify incentive under this policy.

3.0 INCENTIVE FOR EXTERNALLY FUNDED RESEARCH

3.1 The DBS-Group shall pay to the person/s responsible for bringing the externally funded research project, (business procurement) an incentive equivalent to 10% of the total research grant received from the external funding agencies.(in installments, if the grant is received in installments).

3.2 Balance funds , after deducting all of the expenses at actual, will be shared equally by the DBS-Group and the research team (this amount shall be shared equally among the team members.

3.3 The timing of the disbursement of the incentive (by cheque or transfer to the bank account), will be linked to the actual receipt of research funds.

4.0 UNDERTAKING CONSULTANCY PROJECTS

The members involved in the consultancy project will take 60% of the total value of the consultancy amount received and 40% will go to the institution.

5.0 PRESENTING RESEARCH PAPERS/CASES AT NATIONAL AND INTERNATIONAL SEMINARS/ CONFERENCES



- 5.1 A duly constituted 'research committee' will be empowered to decide the nature of the conference/seminar and allow the faculty members to participate for presentation of the papers/Cases, on the recommendations of the Head of Department concerned.
- 5.2 For the faculty attending and presenting a research paper/ case in National Conference as the first author, the institute will pay the registration charges (Maximum ceiling of Rs. 2000 per paper/ case) and TA and DA as per eligibility criteria, as recommended by the research committee of the institute, if the conference is hosted by a reputed institution. Academic leave if any on credit can also be utilized.
- 5.3 For the faculty attending and presenting a research paper/ case in international conferences, (The nature whether the conference is indeed international, will need to be proved by the concerned faculty to the satisfaction of research committee) in India, as a First author, the institute will pay the registration charges (maximum ceiling of Rs 5000 per paper/ case) and TA and DA as per the eligibility criteria for presenting the paper/case on the recommendations of the research committee, provided the conference is hosted by a reputed institution. Academic leave if any on credit can also be utilized.
- 5.4
 - 5.4.1 For the faculty attending and presenting a research paper/case in international conference held abroad, the institute shall pay full registration fee, as may be recommended by the research committee provided the conference is hosted by a reputed institution. Academic leave if any on credit can also be utilized. and in normal case, no travel expenses will be paid. It is expected that travel expenses will either be covered within the overall externally funded research project or will be funded by an external sponsorer or by the candidate himself or herself.
 - 5.4.2 However, in the cases detailed above, vide 5.4.1, travel expenses, both ways, will also be paid by the institute fully, to all faculty members securing 70 or more annual appraisal rating, once in the year that follows the appraisal year and also to all those, who secure 65 or more (less than 70) appraisal rating continuously for two years in a sequence.
- 5.5 Publication of paper/ article/ case in seminar proceedings when the concerned faculty has not attended the seminar- the faculty (first author only) will be awarded with an incentive of Rs. 2000/- for National and 5000 for international seminar (The nature whether the conference is indeed international, will need to be proved by the concerned faculty to the satisfaction of research committee).



6.0 FACULTY DEVELOPMENT PROGRAMME (FDP):

- 6.1 Members of the faculty are encouraged to participate in workshops/Seminars/Symposiums/FDPs as may be decided by the institute from time to time.
- 6.2 Faculty members attending a program of more than three days duration shall plan their participation in the semester break/ summer vacations so that the academic schedule of the students remains undisturbed. Members of the faculty pursuing their PhD part time are also encouraged to attend summer training programs organized by IIMs, NITs and IITs, and other reputed institutions.
- 6.3 Faculty sent for such programs shall be eligible for TA and DA for the duration of the training program.
- 6.4 Eligibility for such programs shall be restricted to two faculty members per semester from a department. In general, programmes sponsored by AICTE/ UGC etc., and other institutions where the host institution takes care of significant portion of the training cost, and the faculty will be given Academic Leave for the period, if due.

7.0 INCENTIVE FOR PUBLICATION OF TEXT BOOKS IN THE RELEVANT AREA IN WHICHN THE CONCERNED FACULTY IS TEACHING:

- 7.1 Rs. 75000/- if the text book is published by an international publishers abroad, like Mc Graw Hill, Prentice Hall, Oxford University Press or other internationally reputed publishers.
- 7.2 Rs. 30000/- if the text book is published by national publisher in India, like Tata- Mc Graw Hill, Prentice Hall, Oxford University Press, Sage or others,.
- 7.3 Rs. 15000/- if the text book is published by regional/ Local publishers.

8.0 INCENTIVE FOR PUBLICATION OF A BOOK CHAPTER IN THE RELEVANT AREA IN WHICHN THE CONCERNED FACULTY IS TEACHING:

- 8.1 Rs. 5000/- if the book is published by an international publishers abroad, like Mc Graw Hill, Prentice Hall, Oxford University Press or other internationally reputed publishers.
- 8.2 Rs. 3000/- if the text book is published by national publisher in India, like Tata- Mc Graw Hill, Prentice Hall, Oxford University Press, Sage or others.
- 8.3 Rs. 2000/- if the text book is published by regional/ Local publishers.

9.0 INCENTIVES FOR RESEARCH PUBLICATIONS/PAPERS:

- 9.1 In order to nurture an environment of active research for knowledge creation, Doon Business School-Group encourages faculty for publication in reputed journals. The broad objective of this policy is to motivate the faculty to publish papers/ case in

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nationally/internationally recognized and reputed top journals. Publication of research papers/ case in top quality journals is the key criteria for rewarding the academic research. In order to identify top quality journals the existing FT50, ABDC, ABS, AMS and SCIMAGO criteria of ranking is adopted.

9.2 The FT50 (Financial Times top 50 journals), ABDC, ABS, SCIMAGO and AMS consider various factors for ranking and categorizing a journal Viz. their impact factors and citations etc. and have wide acceptability amongst the top business schools across the globe. Accordingly, the publication of paper/case in reputed journals categorized in ABDC, FT50, ABDC, ABS, SCIMAGO and AMS, shall qualify for this incentive scheme. However other journals have also been included for granting incentive as an initial motivator.

Following categories will be considered for incentives:

ABDC (Australian Business Deans Council)	ABS (Association of Business Schools)	AMS (American Mathematical Society)	SCIMAGO (Journal and Country Rank)	UGC/AICTE approved Journals and SCI Journals not covered under previous columns	Other Journals
A*	4* and 4	A*	>200	--	--
A	3	A	> 150	---	--
B	2	B	>100	--	--
C	1	C	< 100	--	--

For each of the paper/case in the ranked and other journals mentioned above, following incentive scheme will be adopted.

Sl. No.	Journal Category	Amount for each published paper/case (Rs Lakhs)
1	FT50 or ABDC-A*, or ABS 4* and 4 or AMS A* Journals	4
2	ABDC-A or ABS 3 or AMS A Journals	3
3	ABDC-B or ABS 2 or AMS B Journals	2.0
4	ABDC-C or ABS 1 or AMS C Journals	1.0
5	SCIMAGO >200	0.5
6	SCIMAGO >150	0.45
7	SCIMAGO >100	0.40
8	SCIMAGO <100	0.35
9	SCOPUS Listed Journals with latest cite score >10	1.0
10	SCOPUS Listed Journals with latest cite score upto 10	0.5

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11	SCOPUS Listed Journals with latest cite score upto 8	0.45
12	SCOPUS Listed Journals with latest cite score upto 6	0.40
13	SCOPUS Listed Journals with latest cite score upto 4	0.35
14	SCOPUS Listed Journals with latest cite score upto 2	0.30
15	SCI (Scientific Citation Index) Journals	0.5
16	Other UGC/AICTE approved journals, not covered by above	0.10
17	All Other journals	0.03
18	Case Publication in International publications (Harvard Business Review/ Ivey/ Equivalent)	0.50
19	Case Publication in International clearing house (ECCH/Case center and other international publications)	0.30
20	Case publications in National and international magazines of repute like Indian Management, Personnel Today, People Matters, Business India, The Chartered Accountant, The Management Accounting, Chartered Secretary, The Indian Banker, Communicator, Media Culture and Society, Journal of Broad casting and Electronic Media etc	0.15

10.0 IMPORTANT TERMS AND CONDITIONS:

10.1 Only those publications/ presentations will be covered under this policy in which professional relationship of the author/presenter with the DBS Group is prominently detailed.

10.2 In order to encourage the faculty and appreciating the long hiatus between acceptance and publication of the paper/case in the acclaimed journals, it, 25% of the incentive can be released, on recommendations of the research committee on acceptance of the published paper/ case and balance 75% will be released on publication and submission of the published paper/ case.

10.2.1 Cases where the 25% amount has been claimed, on acceptance of paper/ case for publication, the concerned faculty has to give an undertaking and submit the copy of the paper along with acceptance mail/proof, which should clearly indicate the professional relationship of the concerned faculty with the DBS-Group. These documents must go to the intellectual property folder of the concerned faculty maintained, in the library.

10.3 The incentive amount will be finally paid only when a copy of the the published paper/case has been documented in the intellectual property folder of the concerned faculty, maintained in the library.

10.4 For all categories of publications specified in this policy, the incentives would be shared as follows:

a) Single author- 100% to the author

- b) Multiple authors- to be equally distributed to the authors (No incentive will be shared by the author(s) belonging to the other institute/organization but the proportional share will be provided only to the author working in the DBS-Group).
- c) For all such papers/ cases, where in the same is jointly written by a student of DBS Group and the DBS- Group faculty, only the faculty will get the incentive amount as per his or her share.
- 10.5 In case of paper/case jointly written by two or more faculty from different institutes, the award of incentives to only the DBS-Group faculty will be made based on the quality of the paper published as per above policy. However in such cases it is a must that the DBS faculty is the first author.
- 10.6 It is the responsibility of the concerned faculty member to produce evidence of having published the paper/ case in the referred journal and the impact factor of the journal. He has to produce a printed copy of the ranking etc., like scopus or other evidence and the HOD should counter sign the same. It will need final approval of the research committee.
- 10.7 The incentive shall apply to any number of papers, subject to the condition of intellectual property rights. Plagiarized works, claims on disputed papers with different titles of the same content in different journals, seminars and such other irregularities shall attract severe disciplinary action including recovery of incentives paid earlier and loss of faculty position at the institute.
- 10.8 When a paper/case being presented in national/international conferences/ seminar, have multiple authors, the right for TA and DA for presentation of paper/case will be restricted to the first author, and if the first author so permits in writing, to the second author, in lieu of the first.
- 10.9 After checking the claim and approval by the Director, incentive amount will be disbursed to the faculty member.
- 10.10 Appeals, if any relating to application of this scheme will be addressed by the research committee with oversight by the director.
- 10.11 This being the experimental scheme at this stage, the criteria and modalities are subjected to amendments and modifications, time to time.
- 10.12 The above policy comes into force with immediate effect from the date of issue of the same and accordingly the earlier policy circulated vide item No 5] - C of Circular No. HRP-2/11 dated 19/09/2011 stands superseded.


(Dr. B.P Pethiya)

Campus Director

