

JKKN EDUCATIONAL INSTITUTIONS

Kumarapalayam, Namakkal District, Tamil Nadu – 638 183

OFFICE ORDER

Effective Academic Year: 2024–25

Purpose

The primary purpose of this policy is to establish a clear, systematic, and equitable procedure for recognizing and rewarding the high-quality research publications of faculty and learners at JKKN Institutions. This policy is explicitly designed to:

- Promote Alignment with JKKN Vision & Mission:
Ensure all recognized publications significantly advance JKKN's strategic objectives, specifically promoting innovation through Bioconvergence and cultivating dynamic leaders.
 - Encourage High-Quality, Indexed Research:
Motivate faculty to produce impactful research indexed by reputable databases (Scopus, Web of Science) and registered patents.
 - Foster Excellence & Enhance Reputation:
Create a culture of excellence, positioning JKKN as a global innovative solutions provider, thereby increasing its prestige and attracting talent.
 - Support Professional Development:
Encourage ongoing professional growth and intellectual contribution, maintaining an engaged academic community.
 - Ensure Transparency & Fairness:
Clearly define criteria and processes to eliminate ambiguity, ensuring equitable treatment of all researchers.
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Eligibility Criteria for Rewards

All publications must satisfy BOTH conditions below for reward eligibility:

1. Indexed Eligibility:

Publications must be indexed in:

- Scopus or Web of Science (WoS) Indexed Journals
- Granted Patents
- International Conferences with Scopus-indexed Book Chapters

2. Evaluation Matrix Eligibility:

Publications must achieve a minimum overall rating of 70% ("Excellent") according to the JKKN Research Publication Evaluation Matrix.

Reward Structure (2024–25)

Catego ry	Eligible Publications (<i>Minimum 70% score required</i>)	Reward (₹)
1	Scopus/WoS Indexed Journals	₹20,000
2	Granted Patent Publications	₹20,000
3	International Conference with Scopus Indexed Book Chapter	₹10,000

JKKN Institutions: Research Publication Evaluation Matrix

Explicit Clarification:

All outcomes in **Translational Impact Metrics** must directly result from the publication submitted for evaluation. Evidence provided must explicitly demonstrate this direct connection.

A. Translational Impact Metrics (60%)

Assessment Criteria	Weight (%)	Outstanding (100%)	Excellent (80%)	Good (60%)	Fair (40%)	Needs Improvement (20%)	Required Evidence
Startup Formation (aligned with Bioconvergence)	20 %	DPIIT-recognized Bioconvergence startup incubated at JKKN-NIF (20%)	DPIIT-recognized startup incubated at JKKN-NIF (non-Bioconvergence) (16%)	DPIIT-recognized startup externally incubated (12%)	Startup initiated at JKKN-NIF, DPIIT recognition pending (8%)	No startup initiative (4%)	DPIIT certificates, NIF incubation documents explicitly linked to publication
Intellectual Property (IP)	15 %	Patent granted & commercialized (15%)	Patent granted, commercialization started (12%)	Patent filed, pending approval (9%)	Clearly identified IP, not yet filed (6%)	No IP identified (3%)	Patent documents explicitly referencing publication
Implementation of Innovation	10 %	National/international adoption explicitly advancing Bioconvergence & dynamic leadership (10%)	Implemented externally (local) and internally (8%)	Implemented internally at JKKN (6%)	Partial pilot implementation (4%)	No implementation (2%)	Implementation reports explicitly citing publication
Community/Societal Feedback	10 %	Strong structured external validation (10%)	Positive internal structured validation (8%)	Generally positive anecdotal feedback (4%)	Limited anecdotal feedback (4%)	Negative/no feedback (2%)	Surveys/testimonials explicitly mentioning research

Is & Inition	5%	Total feedback (6%)					
		International prestigious awards (5%)	National-level awards (4%)	Regional-level award (3%)	Institutional acknowledgment (2%)	No awards (1%)	Award certificates explicitly linked to publication



B. Academic & Foundational Excellence Metrics (40%)

Assessment Criteria	Weight (%)	Outstanding (100%)	Excellent (80%)	Good (60%)	Fair (40%)	Needs Improvement (20%)	Required Evidence
Publication Quality	15%	Q1 journal; citations significantly above field average (15%)	Q1/Q2 journal; citations above average (12%)	Indexed in Scopus/WoS (Q3/Q4); average citations (9%)	Indexed journal; low citations (6%)	Non-indexed (ineligible for reward) (0%)	Journal indexing proof, citation data
Contribution to Knowledge & Theory	10%	Groundbreaking global influence (10%)	Significant advancement shaping research areas (8%)	Moderate incremental contribution (6%)	Minor incremental contribution (4%)	No meaningful contribution (2%)	Expert reviews, citation analysis
Policy or Practice Influence	10%	International policy/glob al adoption (10%)	National-level policy adoption (8%)	Regional/local adoption (6%)	Limited institutional adoption (4%)	No influence (2%)	Official policy documents explicitly citing research
Collaboration & Partnerships	5%	Major international collaboratio ns with substantial outcomes (5%)	Significant national collaborations (4%)	Regional collaborations or external funding (3%)	Basic institutional collaboration (2%)	No collaboration (1%)	MOUs, funding letters explicitly linked to publication



Overall Success Rating Scale (Internal Benchmarking)

Total Score (%)	Rating	Recommended Action
85–100%	Outstanding	Exceptional alignment; broad institutional recognition

70–84%	Excellent	Strong alignment (minimum required for reward eligibility)
55–69%	Good	Credible; developmental support recommended
40–54%	Fair	Moderate; structured guidance recommended
Below 40%	Needs Improvement	Immediate strategic intervention required

Important Notes

- **Ph.D. Faculty:** Must publish at least **two indexed papers** annually (Categories 1 or 2).
 - **Other Faculty:** Must publish at least **one indexed paper** annually.
 - **Publications scoring below 70%** are explicitly **ineligible** for monetary rewards.
 - **Important Clarification:** Merely indexing in Scopus/WoS or patent registry does **NOT** automatically qualify for rewards. A minimum **70% matrix score** is mandatory.
 - Rewards processed only after submission of hard & soft copies, explicit indexing evidence, plagiarism checks, and language compliance.
 - JKKN affiliation and acknowledgment explicitly required.
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Procedure for Reward Submission

- **Step 1: Initial Notification & Submission**
 - Notify Department Head/COE Director immediately upon publication.
 - Submit hard and soft copies with indexing evidence.
- **Step 2: Verification**
 - Department verifies indexing and eligibility.
- **Step 3: Evaluation**
 - Evaluated by R&D Committee using JKKN Matrix.
- **Step 4: Reward Approval**
 - Rewards processed after achieving a minimum of 70%.
- **Step 5: Documentation**
 - Decisions documented transparently for audit purposes.



Multi-Authored Publications Submission Template (Non-JKKN First Author)

- **Publication/Patent Title:** [Clearly Insert Title]
- **Publication/Patent Date:** [Clearly Insert Date]
- **Category & Indexed in:** [Explicitly Specify: Scopus/WoS/Patent Registry]

Authors & Affiliations:

- Name: [Author 1], Affiliation: [Institution Name], JKKN reward eligibility: [Clearly specify status]
- Name: [Author 2], Affiliation: JKKN, JKKN reward eligibility: [Clearly specify as applicant]
- *(List all authors, explicitly stating JKKN affiliations and eligibility.)*

Documented Contributions (Explicit & Detailed):

- Author 1: [Clearly describe contribution and eligibility]
- Author 2 (JKKN Author): [Explicitly describe detailed contributions and confirm eligibility for reward]

Approval:

- Reviewed by: [Name & Designation (e.g., Department Head or COE Director)]
 - Date of Approval: [Clearly Insert Approval Date]
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Annual Review & Continuous Improvement

To ensure ongoing alignment with JKKN's strategic goals, institutional standards, and regulatory requirements (e.g., NIRF, NBA, NAAC):

- **Annual Policy Review:**
Conducted by Department Heads, Dean (R&D), and COE Directors.
 - **Stakeholder Feedback:**
Regularly solicited from faculty, researchers, administrative staff, and learners to continually refine policy clarity, effectiveness, and alignment.
 - **Adjustments & Approval:**
Recommended revisions presented annually to institutional leadership for approval and immediate implementation.
 - **Documentation & Transparency:**
All revisions clearly documented with explicit rationales and archived for accountability and historical tracking.
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Exclusions

The following publications are explicitly ineligible for rewards or recognition under this policy:

- Publications **not indexed** in Scopus or Web of Science (WoS).
 - Non-academic or non-peer-reviewed articles (e.g., general magazines, non-academic books).
 - Publications not explicitly aligning with JKKN's vision and mission (scoring below 70%).
 - Publications failing to meet institutional standards for plagiarism, language clarity, affiliation, or acknowledgment.
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Definitions

- **Publication Achievement:**
Scholarly works (journals, patents, book chapters) clearly aligned with JKKN's Vision, indexed explicitly in Scopus/WoS, and evaluated at minimum 70%.
- **Recognition & Rewards System:**
Explicit criteria and systematic procedures designed by JKKN for rewarding publications aligning with the institution's strategic goals.
- **Indexed in Recognized Databases:**
Explicitly refers only to indexing in Scopus and Web of Science databases, aligning clearly with NIRF guidelines.
- **Center of Excellence (COE):**
Institutional hub explicitly promoting high-impact, innovative research in strategically chosen areas (e.g., Bioconvergence), cultivating dynamic leaders.
- **R&D Norms:**
Institutional standards explicitly defining publication quality, originality, indexing requirements, and ethical compliance.