



SIES Research Policy

Preamble:

This Research Policy is designed to create an appropriate research culture within the institutions of the Society to enable grow into a world class academic institutions. The policy aims to encourage the research endeavors by supporting the faculty through financial and other means to help become good researchers.

Effective

This policy will take effect from 1st January 2023 and supercedes all other policies relating to research in vogue.

Research Support Schemes

- For Faculty Members Undergoing PhD Program:** This policy is for all faculty members at SIES institutions who have enrolled for a PhD program of a recognized Indian University through an approved process.

Facilities:

- Remission of maximum of two (2) teaching sessions per week.
- Maximum of two (2) days of On Duty (OD) facility per month for attending research related work like meeting supervisor, data collection, interaction with subject experts, undertaking research analysis, report writing, etc.

Approval Authority:

Head of the Institution (HOI) will approve the benefits in consultation with the concerned Head of Department (HOD).

Monitoring and Review:

Each institution will conduct an internal review of progress of every candidate at institution level on a periodic basis. The HOI along with concerned HOD, will be responsible for the same. Where progress is not satisfactory, the facilities may be withdrawn. However, before taking any such action, discussions must be held with the candidate and his / her viewpoint given due consideration.

Conditions to be Fulfilled:

- Candidates must submit the final thesis within five (5) years from the date of admission in the doctoral program.
- Candidates must publish two (2) research papers in UGC approved / Scopus indexed / Web of Science indexed / IEEE explorer / ABDC category of journal or similar other nationally / internationally approved publication in these five (5) years.
- Candidates must present paper in one (1) national / international conference through

- online / offline mode in the subject / area of research in these five (5) years.
- d) Candidate must continue to work in the SIES institution for at least one (1) year after getting the PhD Degree.

Financial Incentive:

- a) Every SIES institution will support the candidates enrolled in PhD program for their participation / presentation in national / international conferences. The amount spent may be reimbursed out of the approved learning and developmental budgets of the concerned institution. Where there is no budget for such purpose, the institution may refer the matter to Society through HR department for consideration.
- b) On successful completion of PhD as well as fulfilment of the above conditions, the faculty member will be given one-time ex-gratia of Rs 20,000/. This is besides the increments given under UGC guidelines. He / she will also be felicitated at the annual SIES staff meet.

Financial Incentives for Publication / Projects (for all faculty):

- a) Any proposal for research that gets approved as a minor / major research project under University / UGC or any other research grant received from AICTE / ICSSR / DBT, etc. / any other national research body / corporate funding (for research and not consulting) will get an ex-gratia of Rs 25,000/. There is no upper limit for such proposals that can be submitted during a year. However, if an approved project has been submitted by more than one faculty, the amount of ex-gratia will be shared equally among all of them (SIES faculty only).
- b) To recognize and motivate the faculty members for research, financial incentives shall be provided for research papers which are published in high rated national and international peer reviewed research journals / publications that are indexed in Scopus, Web of Science, SCI, SSCI, ABDC, ABS, FT50, and UGC Care. The incentive scheme for this is as follows:

ABDC List	O R	SCI OR SSCI Indexed in Web of Science	O R	Scopus Indexed	Incentive per Publication (Rs.)
A+ Category	O R	Quartile 1 (Q1)	O R	Quartile 1 (Q1)	30,000
A Category	O R	Quartile 2 (Q2)	O R	Quartile 2 (Q2)	25,000
B Category	O R	Quartile 3 (Q3)	O R	Quartile 3 (Q3)	20,000
C Category	O R	Quartile 4 (Q4)	O R	Quartile 4 (Q4)	15,000
UGC Care not indexed anywhere above					10,000

Note:

- a) The Researcher will have to submit the claim for incentive to the Society through HR Department with recommendation of the Head of the Institution along with a copy of the research publication in the approved journals / publications as mentioned above. There is no limit on the number of research papers a faculty can publish in

- approved journals / publications in an academic year.
- b) In case of multiple authors in a research publication, the incentive will be distributed in equal proportion only to SIES authors.
 - c) Article processing charges with a maximum limit of Rs 10,000/- per paper (on actual basis) may be allowed at the discretion of the management based on the recommendation of the Head of the institution.

Special Recognition Scheme by SIES:

The SIES institution that submits the maximum number of approved projects and / or articles published in approved research journals / publications (as described above) in a year, minimum in both cases put together being 15, will receive the "SIES Excellent Research Institution Award" for the year and one-time ex-gratia of Rs. 5,000/- for each of the participating faculty members.

All payments are subject to tax deduction as per the rules in force.

Support for Participation and Presentation in Research Conferences

All SIES institutions will create sufficient approved budget for learning and development each year to encourage the faculty members to participate and present papers in national and international conferences. This is imperative in today's world as faculty members should get adequate exposure to what is happening in their own areas of specialization. This will also help the faculty to publish in best journals (both national as well as international) as described earlier. Besides traveling, registration charges would also be reimbursed. Every SIES institution will form its own Research Committee (comprising at least 2 internal senior faculty as well as 2 external research experts) to consider such cases. All interested faculty members should get an opportunity, may be by rotation, for such support. However, in those cases, where financial support is not available, faculty members will be allowed to avail duty leave so that they can participate and / or present paper in such conferences. This will help in creating a strong research base in SIES institutions.

Formation of Apex Research Committee:

SIES will form an Apex Research Committee that will oversee and ensure the implementation of the research policy and see that research ambience is created in all SIES institutions from schools to doctoral level institutions. The committee will comprise of:

- 1. President of SIES or his Nominee as Chairperson
- 2. Members:
- 3. Two External Research Experts
- 4. Two Members of the Managing Council of SIES
- 5. One Head of the Institution (by rotation for 1 year tenure)

This apex committee will oversee all aspects of the research activities at all SIES institutions. It will be the final arbiter in case of interpretation of any policy matter. This committee will also be empowered to effect modifications / changes in the policy while it is being implemented or because of any changes happening in the external environment. This committee may also suggest new initiatives to enable SIES to evolve as leading research driven institution.