



AMITY UNIVERSITY RAJASTHAN

POLICY GUIDELINES

FOR

**FACULTY/STAFF RESEARCH
INCENTIVE SCHEME**

POLICY GUIDELINES FOR FACULTY /STAFF RESEARCH INCENTIVE

1.0 Introduction

1.1 These Guidelines may be called Amity University Rajasthan Faculty/Staff Research Incentive Scheme Guidelines.

1.2 These guidelines shall apply from the date of its notification.

2.0 Objective

The objective of these Guidelines is to formulate the Faculty/Staff Research Incentive Scheme of Amity University Rajasthan.

3.0 Preamble

Faculty members and staff are central to the academic vitality and sustained excellence of a university. To retain high-quality talent, promote meaningful research, and strengthen the institution's intellectual capital, it is proposed that a structured incentive mechanism be introduced to recognize their contributions.

Although performance measurement is necessary in any system-driven organisation, evaluation processes may sometimes involve elements of subjectivity, which can lead to bias and unnecessary comparisons. It is therefore proposed that faculty contributions be acknowledged through a balanced framework of career advancement opportunities and monetary incentives. Such a system would encourage merit, enhance motivation, and reinforce a culture of academic excellence and research productivity.

4.0 Incentive Scheme:

The details of the Incentive Scheme are as follows:

4.1 On being Granted a Patent

- i) Patent Publication: Rs. 5,000/- (One Time)
- ii) Indian Utility Patent Grant: Rs. 25,000/- (One time)
- iii) International Patents (Granted via Patent Cooperation Treaty): Rs. 30,000/ (One Time)
- iv) Design Patents Grant: Rs. 5,000/- (One Time)

Note: For multiple inventors, the amount gets equally divided.

4.2 Getting sponsored projects (Govt. Sponsored/Industry/Non-Govt. Sponsored):

2% (One Time) of the total project amount.

Please refer to Appendix B: S. No.(a) for interpretation of payout

4.3 For international travel to higher educational institutions/institutes of repute (QS/THE/ARWU ranked) by arranging funds on their own for establishing collaboration/signing of MoUs, etc.

Rs. 25,000 (One-time)

4.4 Publication of research papers/ articles/ case studies, etc.:

Category of Publication	Principal / Corresponding Author	Co-Author
Top Tier Journals (e.g., Nature, Science, Cell, Proceedings of the National Academy of Sciences (Quartile Rank: Top 5%))	Rs. 50,000	Rs. 25,000
Q1 Journals (Scopus/WoS Quartile)	Rs. 30,000	Rs. 15,000
Q2 Journals (Scopus/WoS Quartile)	Rs. 15,000	Rs. 7,500
Q3 Journals (Scopus/WoS Quartile)	Rs. 10,000	Rs. 5,000
Q4 Journals (Scopus/WoS Quartile)	Rs. 5,000	Rs. 3,500
Other Recognised Subject-specific Indexing Databases (e.g., PubMed, Embase, ERIC, DOAJ, PsycINFO, HeinOnline, MLA International Bibliography, etc.)	Rs. 4,000	Rs. 2000

** For Management disciplines, journals ranked A*, A, B and C in the latest ABDC Journal Quality List can be considered as equivalent to Q1, Q2, Q3 and Q4 journals respectively for the purpose of this Scheme only.*

Note:

- i) Only authors with Amity University Rajasthan affiliation are eligible at the time of publication.*
- ii) Incentives are per paper and subject to verification.*
- iii) If there is more than one corresponding author, a proportionate amount shall be applicable.*
- iv) If the Principal/Corresponding author is different, the amount will be equally shared.*
- v) For international patents, a committee duly constituted by the Pro Chancellor/ Vice Chancellor/Pro Vice Chancellor shall examine its relevance and commercial viability for the award of the incentive.*

4.5 Publication of Book/Book Chapters:

Category of Publication	Author/ Editor	Maximum Incentive Payout
Book– International Publishers (Springer, Elsevier, IEEE, Wiley, McGraw Hill, T&F, Pearson, etc.) > 200 pages	Author	Rs. 15,000/- equally divided among authors
Book – International Publishers > 200 pages	Editor	Rs. 10,000/- equally divided among editors
Book – National Publishers > 200 pages	Author	Rs. 8,000/- equally divided among authors
Book – National Publishers > 200 pages	Editor	Rs. 5,000/- equally divided among editors
Book Chapter – International Publishers (Springer, Elsevier, IEEE, Wiley, McGraw Hill, T&F, Pearson etc.)	Author	Rs. 3000/- equally divided among authors
Book Chapter – National Publishers	Author	Rs. 2000/- equally divided among authors

** The list of international publishers mentioned above is illustrative and not exhaustive. The University may consider publications from other internationally reputed publishers of comparable standing, subject to approval of Pro Chancellor/Vice Chancellor/Pro Vice Chancellor on recommendations of duly constituted committee headed by Dean-Research and Publication.*

Note:

- i) Only authors/editors with Amity University Rajasthan affiliation are eligible.*
- ii) Incentives are per Book/Chapter and subject to verification.*
- iii) If there is more than one corresponding author, a proportionate amount shall be applicable*

4.6 Guiding research scholars for Ph.D

- i) Rs. 10,000 /- shall be paid to the Main Supervisor/Guide for each Ph.D. scholar who is awarded the Ph.D. degree within six months of the completion of minimum prescribed duration of the Ph.D. programme, in accordance with the University regulations.
- ii) Rs. 5,000 /- shall be paid to the Main Supervisor/Guide for each Ph.D. scholar who is awarded the Ph.D. degree after six months of the completion of minimum prescribed duration but within six years of enrolment in the Ph.D. programme, in accordance with the University regulations.
- iii) No incentive shall be admissible where the Ph.D. degree is awarded after six years from the date of enrolment in the Ph.D. programme.

5.0 Awards

5.1 Awards (State/National)

[CSIR, DST, DBT, ICMR, ICAR, INSA, BARC, UGC, DAE, BRSI, State Governments S&T Councils (e.g., Rajasthan State DST, UP Council of S&T, MP Council of S&T, Maharashtra State S&T, AP State S&T, or any other state Council), or equivalent]

(Equivalence to be decided/approved by a committee formed for such purpose, headed by Pro Chancellor / Vice Chancellor / Pro-Vice Chancellor.

Incentive amount : Rs. 10,000/-

5.2 Awards (International)

[Thomson Reuter, Wiley, Welcome Trust (UK) or equivalent, Elsevier, Springer, SCI journals (excluding reviewers' awards)]

(Equivalence to be decided/approved by a committee formed for such purpose, headed by Pro Chancellor / Vice Chancellor / Pro-Vice Chancellor.

Incentive amount: Rs. 15000/-

5.3 Fellow of National/International Academies/Societies

[Fellow of NASI, INSA, IASc, NAAS, ISEES, BRSI, ISTD, NHRD or equivalent]

(Equivalence to be decided/approved by a committee formed for such purpose, headed by Pro Chancellor / Vice Chancellor / Pro-Vice Chancellor.

Incentive amount : Rs 10,000/-

6. **For being editor of In-house/National Journal:** Rs. 5,000/- per annum
{Please refer to Appendix B: S. No. (b) & (c) for interpretation of payout}
7. **For being editor of an International Journal:** Rs. 10,000/- per annum
Please refer to Appendix B: S. No.(b) & (c) for interpretation of payout}
8. **Consultancy Services:** Refer to the separate policy document for details.

Appendix A – General Guidelines

- (a) It is expected that the faculty members will take their normal teaching and research load and is not expected to seek exemption from the same.
- (b) To claim an incentive against any assignment is subject to prior approval of such assignment by the competent authority. The Institution/ University may not permit an assignment in case of exigencies where the normal work is likely to be adversely affected.
- (c) Any other incentive may be added, or existing ones may be discontinued at the discretion of the University.
- (d) This policy will come into effect from the date of its approval and is subject to amendments, from time to time.
- (e) In case of ambiguity in the interpretation of any of the provisions, the decision of the Pro Vice Chancellor/Vice Chancellor/ Pro Chancellor/Chancellor will be final and binding.
- (f) With respect to the Incentive Scheme, the HOI shall report any achievement of their respective faculty members in tune with the guidelines to the HR team of the campus at the end of each quarter in an Academic Year.
- (g) The HR team shall process all information to arrive at the recipients of the Incentives and after being duly recommended by the Pro VC, VC and Pro Chancellor, the same shall be forwarded to the Head Office with supporting documents for further processing and approval of C-VI Sir.
- (h) The incentives shall be paid out by the end of the next corresponding quarter.
- (i) Patents need to be filed in the name of Amity University Rajasthan.
- (j) The TDS shall be deductible for the payout as applicable.

Appendix B – Additional Guidelines for Interpretation of Provisions

- (a) Reference Serial No. 4.2, pertaining to getting Sponsored Projects, it is to be noted that the actual payout of the incentive of 2% of the total project amount from the project's overhead shall be calculated on an annual basis as per the actual annual accrual of the project budget in that particular year.
- (b) A faculty member may be the editor/reviewing editor/executive editor/chief editor, etc., for multiple national/international journals. In such a case, the faculty member shall not be paid an individual incentive for each volume of which he/she may be the editor/reviewing editor/executive editor/chief editor, etc.
- (c) The validation of National and International journals shall be undertaken by a duly constituted committee headed by Dean-Research and Publication and approved by the Pro Chancellor/Vice Chancellor.