DELHI SCHOOL OF BUSINESS

By Vivekananda Institute of Professional Studies TC

Scheme of Research Incentives to Faculty Members

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Policy Guidelines for Support to Faculty Members for participation in Conferences in India & Abroad

(I) Scheme of Research Incentives to Faculty Members

As per the Research Publication Policy of the Institute, publication of one research paper / article with the affiliation of Delhi School of Business in a refereed Journal of National / International repute in each Academic Year is mandatory for all Faculty Members.

For publication of more than one research paper by the faculty members during each Academic Year, the Management has decided to introduce "**Research Incentive Scheme**" as under:

a) Journal Publication: The Institute encourages faculty members to publish research papers in ranked journals and follows the policy of incentivising them if they publish articles or cases in ABDC, Scopus, Web of Science, and UGC listed journals. The incentives along with certificate of appreciation are listed below:

A category journal ..... 15,000 INR*
A category journal ..... 10,000 INR
B category journal ..... 7,500 INR
C category journal ..... 5,000 INR
Scopus ..... 5,000 INR
Web of Science ..... 5,000 INR
UGC ..... 5,000 INR

Publication of one article per year in the above listed journals is a mandatory for every faculty member. Incentives shall be given only on more than one publications.

b) Books Publication:

a. Authored book relevant to their subject(s): Affiliation to DSB:
International Publisher: 10,000 INR
National Publisher: 7,500 INR
b. Edited book: Affiliation to DSB: 5,000 INR

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c) Patents:

i. Granted: 12,500 INR
ii. Published: 10,000 INR

d) Funded Research Projects:

Research projects from outside agencies amounting to:

a. More than 50 lacs: 20,000 INR
b. More than 25 lacs but less than 50 lacs: 15,000 INR
c. More than 10 lacs but less than 25 lacs: 10,000 INR
d. More than 5 lacs but less than 10 lacs: 7,500 INR
e. Funded research conferences / FDP / MDP greater than 1 lac: 4,000 INR

Important Note:

1. In case of the articles / books published jointly, the incentive will be in the ratio of 70% to First Author and 30% to Other Authors.

2. In case of Patent Publication / Grant or Funded Project(s) etc., have been achieved by Faculty Members with the support of student(s) the due credit and financial incentive will also be shared with the student(s).

3. There will be a maximum limit of Rs 50,000 per faculty per year for the above Research Incentives.

4. Incentive scheme will be applicable from the current academic session 2023-2024.

5. A Committee will be constituted by the Board of Management to verify the Publication of Research Articles or cases etc. of Faculty Members for award of incentives.

(II) Policy Guidelines for Support to Faculty Members for participation in Conferences in India & Abroad

1. All faculty members who have successfully completed their probation period and have regular/confirmed appointments of at least two years' service in the Institute will be eligible to apply for financial support for Participating in the conferences and professional development activities

a) Frequency of support

- Not more than one National/International Conference/Seminar per year within India
- Not More than once every two years for conferences abroad

These privileges are not meant to be accumulative. In other words, a faculty member applying for support to attend an International conference should not have received such support during the two years prior to the dates of the proposed conference.

b) Level of Conferences/Seminar - The Conferences/Seminars must be organized by an established and reputable Institution/professional society

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c) Further Requirements

(a) The paper should have been accepted for presentation

(b) The paper must be reviewed in the Institute by a Research Committee to be constituted by the Board of Management to ensure it is of sufficiently high quality.

2. Financial Support for Conferences

Delhi School of Business will provide partial financial support covering the following expenses:

(a) Full Registration fee

(b) 50% of travel cost (second class AC Train fare in India/Economic Class Air Fare for Abroad)

3. Complementary Support expected for Conferences

Several organizations support participation in Conferences/Seminars being held in India and abroad such as DST, UGC, CSIR, AICTE etc. Faculty members are encouraged to apply for complementary financial support from these organizations. The applicants must inform the Director when complementary support has been secured. If the support has been denied, then also the applicants must inform the Director with a statement if they still wish to attend the conference.

4. Procedure to apply for financial support for Conferences

The following documents will be forwarded through the Director to Board of Management for approval at least two months in advance to give time for proper processing:

(a) Name, Department, Title and Date of Joining of the applicant

(b) Details of all prior conference travel support in the past two years.

(c) Synopsis and a copy of the paper accepted for presentation

(d) Certificate from the Author about originality of paper and "No objection" Certificate from the Co-Authors,if nay

(e) Brochures of the Seminar/Conference or the website address

(f) Letter of Acceptance/Invitation from the organizers

(g) Detailed information about the organizers of the International Conference/Seminar

(h) Details of the Cost of Participation as under:

(i) Registration Fee (ii)Fare

(i) Recommendation of Research Committee

(j) Copies of application or plans for seeking complementary financial support

5. Undertaking for continued Service after the Conference

The faculty who is sanctioned financial support for the conferences abroad is also required to furnish an appropriate undertaking for continued service for at least one year in the Institute after returning from the conference.

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6. Duty leave during the period of the Conference

Faculty member(s) attending Conferences/Seminars will be granted "Duty Leave" for the period of Conferences/Seminars and actual travel period. Not more than 2 faculty members can be permitted to attend Conferences at any point in time.

Faculty members must ensure that their preferred Conference dates do not clash with their teaching semesters to ensure teaching classes are not disturbed because of faculty's absence.

20/9/2023

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