



ALVA'S EDUCATION FOUNDATION®

MOODUBIDIRE - 574 227, D. K.

Phone: (08258) 238104 / 238111 (8 Lines) Fax: (08258) 236731

Email: info@alvas.org, finance@alvas.org Website: www.alvas.org

POLICY for
ACADEMIC RESEARCH ACTIVITIES
AND PUBLICATIONS

Applicable to Accredited Institutions
of Alva's Education Foundation

OFFICE ADDRESS

Alva's Research Centre

AIET, Shobhavana Campus,

Mijar, Moodubidire, Dakshina Kannada

Karnataka 574227



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1. **PREAMBLE**

Science, technology, and research are vital components of higher education globally. Their significance is evident in their role in enhancing human life and ensuring long-term sustainability. Recognizing this importance, the Government of India introduced the National Institutional Ranking Framework (NIRF) in 2015, giving 50% weightage to research and development. Unlike other assessment methods like NAAC or NBA, NIRF evaluates based on verifiable facts, with equal emphasis on teaching and research. Therefore, institutions aspiring for top national recognition must prioritize integrating scientific research and technology development seriously.

Alva's Education Foundation (AEF) has shown excellence over the years in the field of education. With an expanded vision of including R&D reflects a forward-looking approach, acknowledging the evolution of higher education and the critical role that scientific research and technology development play in shaping the future in uplifting the society and ensuring sustainability. Achieving this goal necessitates dedicated efforts from faculty, students, and management alike.

A comprehensive policy titled 'Research Policy' is outlined in this document, to be finalized and implemented across all AEF institutions from February 2024.

2. **AIMS AND OBJECTIVES**

The research policy aims to cultivate a vibrant research environment and foster research skills among educators, students, and stakeholders affiliated with Alva's Education Foundation. Serving as a comprehensive framework, the policy is designed to support research activities that align with the vision and mission of Alva's Education Foundation. The primary objective of this research policy is to underscore the importance of making meaningful contributions to both the nation and society as a whole.



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The research policy aims to

- 2.1 Promote and back faculty and students in actively engaging in high-quality, intellectually rigorous, interdisciplinary research while upholding standards.
- 2.2 Enhance AEF's scientific prominence.
- 2.3 Create research culture among AEF stakeholders.
- 2.4 Enhance consultancy & promotion of IPR/Tech Transfer

3. ELIGIBILITY FOR INCENTIVISATION

- 3.1 All Full-time faculty, PG & Research Students of AEF with publications having proper Alva's Affiliation are eligible to apply for incentives.
- 3.2 Faculty who has retired/relieved and have published the work with Alva's Affiliated Institutions Primary Affiliation are eligible to apply for incentives within one year from the date of being retired or relieved through proper channel.
- 3.3 Short surveys, Letters to Editor, replies/review to articles, conference abstracts, article under review, and article in press are not eligible for incentive.
- 3.4 AEF members are eligible for Recognised Conferences with partial funding after scrutiny from Alva's Research Centre (ARC).

4. CRITERIA FOR PUBLICATION

(Book, Book Chapter, Conference, Journals, Case Reports)

- 4.1 Faculty members are expected to publish in journals/conferences/ books, book chapters that demonstrate a strong editorial board and rigorous peer-review process
- 4.2 Published research should align with the institute focus areas (broadly Engineering, Medicine, Science, Arts, Culture, Language, Socio Economics, Management etc with Interdisciplinary Research) and contribute significantly to the body of knowledge in the respective field.
- 4.3 Faculty should ensure the publication should be in a nonpredatory journal
(<https://predatoryreports.org/predatory-publishers>)



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- 4.4** Publications must adhere to recognized standards such as Emerging Sources Citation Index (Clarivate Analytics), Scopus (Springer), Web of Science (Clarivate Analytics), PLOS, PubMed, DOJA, Scimago, Crossref, ISSN, ISBN, IFMI, ABDC, Creative Commons Global Network, DOI, COPE, Biotechnology Source, BIOSIS Previews, Biological Abstracts, Essential Science Indicators, Zoological Record, Current Contents, *Agriculture, Biology & Environmental Sciences*, Current Contents Social and Behavioural Sciences, Current Contents Business Collection, Arts & Humanities Citation Index, Chemical & Earth Sciences, Current Contents Engineering, Computing & Technology, Current Contents Clinical Medicine and other relevant publishing standards.
- 4.5** Incentives will be provided only for articles that are indexed after obtaining the complete volume number and page (e-page) numbers.

5 RESPONSIBILITIES

- 5.1** Each faculty member must have a minimum of 1 indexed publication with recognized standards in a calendar year
- 5.2** Faculties with Doctoral Degree (Ph.D) should focus on publishing in Q1 indexed paper at least one in two years.
- 5.3** Authors are responsible for Plagiarism check, ethics approval (if applicable), acknowledgement, and background check for potential/probable predatory publishers before communication.
- 5.4** Incentives will be processed quarterly, provided the article is
- 5.4.1 Submitted to ARC,
 - 5.4.2 Reflected on the webpage
 - 5.4.3 Updated in ERP/database.
- 5.5** For sponsored conferences, the members are required to submit the receipts of stay, travel, registration, proceedings with photographic proof of presenting, and are liable to conduct a session at respective departments to share the learning.
- 5.6** Acknowledge AEF in publications/communications for financial support.

6 INCENTIVES

6.1 Monetary Benefit

Sl.no	Description	Index / Publisher	Incentive
6.1.1	Book (Research based)	Reputed Indian Publisher	10000/-
		Reputed International Publisher	20000/-
6.1.2	Book Chapter *	Reputed Indian Publisher	5000/-
		Reputed International Publisher	10000/-
* Support for a maximum of one chapter in a book			
6.1.3	Journal	Q1	20000/-
		Q2	12000/-
		Q3	8000/-
		Q4	3000/-
		UGC CARE with Scopus/WoS Index and not the above	2000/-
6.1.4	Case Reports (health sciences) *	Q1	20000/-
		Q2	12000/-
		Q3	8000/-
		Q4	3000/-
		UGC CARE with Scopus/WoS Index	2000/-
6.1.5	Conference	<ul style="list-style-type: none"> Core conference ranking A, A* for Computation and Computer Science https://iiti.ac.in/people/~artiwari/cseconflist.html H5 Ranking for Engineering Best Conferences (listed by Premium institutes) Conferences at Premium Institutions 	Sponsorship for TA and Registration
6.1.6	Patents	On Grant of National Patent	50,000/-
		On Grant of International Patents	1,00,000/-
<i>Filing, Publication, Examination charges will be borne by AEF</i>			
6.1.7	Research Grants	10% of the total project cost	
6.1.8	Consultancy	Based on approval from management (case to case basis)	
6.1.9	Copyright	National	25,000/-
		International	50,000/-
<i>Filing, Publication, Examination charges will be borne by AEF</i>			
6.1.10	Best Paper Award (PG and Research Students)	National Conference	1,000/-
		International Conference	2,500/-
6.1.11	Best Thesis / Project (across domains for students)	PG (Individual / Group)	6000/-
		PhD (Fulltime)	10000/-
6.1.12	Recognitions	International Research Awards	15,000/-

	(Elsevier, Springer, WoS, IISc, IITs or premier foreign Universities)	
	Research Recognitions – Govt of India (NMD ATM Award, Metallurgist Award, Young Scientist Award, JSPS, MoEFCC, NWM etc)	50,000/-
	Research Recognitions – Govt of Karnataka (Sir M. Visvesvaraya award, Rajyotsava Award, Sir C.V. Raman Young Scientist State Award etc)	50,000/-

6.2 Incentive Distribution

Sl.no	Publication Type	Description	Incentive Proportion
6.2.1	Book	Single Editor or Author	100%
		Two Editors or Authors	First Editor - 60% Second Editor – 40%
		More than two Editors or Authors	First Editor - 40% Second Editor – 30% Co-Editors – 30% equal distribution
6.2.2	Book Chapter	Single Author	100%
		Two Authors	First Author - 60% Second Author – 40%
		More than two Authors	First Author - 40% Second Author – 30% Co-Authors – 30% equal distribution
6.2.3	Journals and Case Reports	Single Author	100%
		Two Authors	First Author – 50% Second (or Corresponding) Author – 50%
		More than two Authors	First Author – 35% Corresponding Author – 35% Co-Authors – 30% equal distribution
		More than two Authors	First Author – 35% Corresponding Author – 35% Co-Authors – 30% equal distribution
6.2.4	Patents and Copy Rights	Single Author	100%
		Two or More Authors	Equal Distribution
6.2.5	Research Grants	Principal Investigator CO-PI	8% of Total 2% of Total
6.2.6	Consultancy	As per the Existing Norms	50%
6.2.7	Recognitions	Individual	100%



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		Multiple	Equal distribution
6.2.8	Awards	Presenting Author	100%
		Presenting Authors	Equal Distribution
6.2.9	Best Thesis (PG, PhD)	Individual Student/Researcher	100%
		Group of Students	Equal Distribution

If first author and corresponding author are same, 50% of the incentive would be granted to first author and the remaining amount would be shared among co-authors.

- i. Incentives are based on authorship sequence for all publications.*
- ii. For collaborative research, authors with Alva's Affiliation would get the incentives in sequence to the authorship.*
- iii. After 1 year of service / probationary period, faculty are eligible for sponsorship towards conferences after approval by ARC in accordance to exiting policy.*

6.3 Non-Monetary Benefits

- 6.3.1** With due consent from Head of Department and Principal.
- 6.3.1.1 Relaxation on Workload can be availed by the Ph.D registered faculty.
 - 6.3.1.2 Relaxation of workload for implementation of Projects.
 - 6.3.1.3 Relaxation of workload for Ph.D Research Supervisors
 - 6.3.1.4 Leaves can be availed for Research and Development.
- 6.3.2** Concession on Ph.D fee (upto 50%) for faculties who have registered for Ph.D under AEF Research Centre's.

7 APPLICATION AND APPROVAL PROCESS

- 7.3** Employee should apply for remuneration related to their research and academic activities within the framework of Policy.
- 7.4** Employee has to submit necessary documents to support their claims for remuneration.



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- 7.5 The Research Committee at institutional level would Screen, Evaluate and Qualified work will be recommended to ARC.
- 7.6 The ARC scrutiny committee includes 3 to 5 expert members (1 member from institute) and must have 1 or 2 External expert members in the committee to make the process transparent.

8 PH.D. FULLTIME RESEARCH SCHOLARS

- 8.1 Research Scholars would be availed a basic stipend according to the AEF Norms
- 8.2 Research scholars should focus on their research so as to publish work in reputed journals.
- 8.3 Half yearly progress reports with publications needs to be submitted to ARC.

9 RESEARCHER PROFESSORS (FULL TIME RESEARCH) - RESPONSIBILITIES AND INCENTIVES

- 9.1 Are liable to train young brains by conducting workshops, trainings, promoting to conferences, pushing research towards journal publications.
- 9.2 Should promote research amongst the AEF fraternity.
- 9.3 Indulge across platforms of AIET (multi-disciplinary) and enhance research outcomes.
- 9.4 Build an atmosphere of research in the campus and attract students towards the same.
- 9.5 Eligible for incentivise from the 3rd indexed publication in the calendar year, after scrutiny from ARC.
- 9.6 Focus on publishing Q1 papers, at least one in a year
- 9.7 Teach Basics of Research, how to do literature review etc and the area of research being performed to students for better outcomes.
- 9.8 Initiate and strengthen collaborative research with national, regional and international institutions.



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10 DEVELOPMENT OF RESEARCH CULTURE AND INFRASTRUCTURE SUPPORT

- 10.1** On recommendations from ARC and Research Committee seed grants for 2 years from the date of joining would be supported to all faculties towards procurement of tools, machines, hardware, software, chemicals, outsourcing of analysis (in absence of resource at institute), through proper channel.
- 10.2** Faculties with **H index more than 5**, can submit proposals towards project funding (research grant) from AEF through proper channel.
- 10.3** Interdisciplinary research with premium (top) institutions at national or international scale will be encouraged.

11 MISUSE IF FINANCIAL SUPPORT

- 11.1** *If any misuse of research funds occur, offenders will be subject to the disciplinary action with the policies of the AEF norms*

12 NOTE

- 12.1** The institute research committee would recommend the experts across domain to ARC, and ARC is solely responsible for scrutiny.
- 12.2** Faculties with a doctoral degree will receive incentivization starting from their second publication.
- 12.3** The Incentives would be made availed for the list of Journals * listed by AEF.
- 12.4** Journal list is updated at an interval of one year.
- 12.5** If a paper is presented in conference and even if it is published in indexed journal, it would be hence forth considered as a conference paper for incentivisation.
- 12.6** An additional incentive will be granted for each financial year upon recommendations of ARC for substantial contribution in R&D.
- 12.7** Faculty presenting their research work will be fully funded for national and/or international conferences.
- 12.8** Faculty should mandatorily publish at least 1 indexed article in a year.



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- 12.9** Article Processing Charges for Q1 indexed Journals will be provided after approval from ARC through proper channel.
- 12.10** The total remuneration amount will be provided to the researcher (Faculty/Student) on a quarterly basis, either during institutional events or before their last working day at AEF.
- 12.11** This policy will be reformulated or amended as per the requirement there in suggested by ARC.