

GEU/R-1390-A/24

July 2, 2024

## NOTIFICATION

### **RESEARCH POLICY OF THE UNIVERSITY**

Rapid growth in scientific knowledge is an indication of quest for discovery and has an impact on economic and societal development. Science, technology and innovation is often initiated at the University research environment. Research and developmental activities create and disseminate new knowledge in range of fields, promote innovation and motivate better learning and teaching among students and faculty members of our University. Research is the foundation of knowledge that brings new energy, builds state-of-the-art facilities, promotes research publications, develops collaborations and becomes part of active community that shares the mission objectives. Taking these into considerations, following University Research Policies has been framed for the University.

#### **Objectives**

1. Creation of conducive research environment with focus on outcome based research.
2. Support and encouragement to faculty and students for realization and enhancement of research potential.
3. To encourage research focused on solving local, regional, and national societal challenges.
4. Encouragement in publishing research papers in quality journals like Scopus, web of science and UGC approved journals.
5. Encouraging and assisting researchers in filing and obtaining patents.
6. Organizing lectures/symposia/workshops on intellectual property rights (IPR), patent drafting and filing to aid researchers in better understanding of their rights and protection against unfair competition and plagiarism.
7. Promote interdisciplinary and collaborative research to enhance the quality and impact of research outcomes
8. Strengthen research linkages through national and international collaborations and partnerships with reputed institutions, industries, government bodies, policy makers, and funding agencies.
9. To support and encourage the highest ethical standards in all aspects of research, ensuring integrity, transparency, and accountability throughout the research process.

#### **Seed Money**

1. Disbursement of seed money to researchers for improving research quality and nurturing ideas at initial level.
2. To provide seed money to researchers who have demonstrated research capabilities as evidenced by publications, awards, projects, patents, consultancies etc. For a recently

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joined faculty the previous track record (of the same as above) will qualify for grant of seed money.

3. The maximum amount offered as seed money is Rs. 200,000. It can be extended in case of exceptional candidate.
4. Additional research grants besides seed money can be extended to researchers on proving potential in form of above-mentioned outputs.

### **Government Funded Projects**

1. A consolidated incentive of Rs. 10,000 shall be awarded to the Principle Investigator of any government funded project that incurs no institutional overhead charges for the parent university. Project investigator and Co-investigator may appropriately share the funding distribution if any.
2. For Government funded projects that include Institutional overhead charges, 60% of the Overhead charges with a minimum of Rs. 10,000 will be awarded to the Principle Investigator. Project investigator and Co-investigator may appropriately share the funding distribution if any.
3. The university provide necessary administrative and financial support to the Principal Investigator (PI) for the smooth execution of government-funded research projects. In cases where equipment or infrastructure is to be procured under the sanctioned budget of the project, the university:
  - Facilitate timely purchase of equipment as per the funding agency's guidelines.
  - Provide advance funds, if necessary, to bridge delays in fund disbursement from the sponsoring agency, subject to approval.
  - Ensure proper asset management of equipment procured under the project.
  - Offer support in installation, maintenance, and technical training related to purchased equipment.

### **Conference Grants**

1. Each faculty member is eligible for a grant of ₹20,000 (Rupees Twenty Thousand) per year, with a maximum of two (2) conferences per year, from January to December. This grant is applicable only for Scopus Indexed Conferences. It can be extended in case of exceptional candidate.
2. UG/PG/Ph.D. (full-time) students may avail the conference grant with prior approval from their supervisor and the concerned Head of the Department. Prior approval from the competent authority has to be obtained.

### **Research Facilities**

1. Every research lab will be equipped with network printer, good internet connectivity with high bandwidth and wi-fi.

2. High performance computational facility are provided to the faculty members/research scholars, if required.
3. Assistance for collaborating with other institutions/organizations for carrying out advance research. If support facilities are not available.
4. Research Excellence Awards for Department/College faculty's members.
5. Establishment of Centers of Excellence in collaboration with Institutions/Agencies of National Relevance with a purpose of Collaborative Research.
6. Teaching and other load are relaxed for faculty members actively involved in research as reflected by the research papers published / patents taken/projects applied in last five years.

### **Support for Article Processing Charges (APC) and Excess Page Charges**

To promote quality research publications, the university shall provide financial support to faculty members for Article Processing Charges (APC) and excess page charges incurred during publication in reputed peer-reviewed journals.

#### **Contingency**

1. Contingency grant of maximum Rs.25000/- per year is offered to faculty/research scholars for meeting expenses incurred on chemicals, glass wares, kits and other miscellaneous items (not available in laboratory), upon submission of justification, duly verified by the supervisor, recommended by the Director of Research and Development (R&D), and approved by the Vice Chancellor/Pro-Vice Chancellor.
2. The contingency grant may also be utilized for travel expenses related to data collection and sampling, as required by the research objectives.
3. Both the above points should be duly verified by supervisor, recommended by Director Research and Development (R&D), and approved by Vice Chancellor/Pro-Vice Chancellor.

### **Financial Support for Journal Publications**

The university provides financial assistance for journal publication charges under the following guidelines:

1. **Financial Assistance:** Faculty members are eligible for financial support of up to ₹30,000 per semester for journal publication fees.
2. **Eligibility Criteria:** Only publications in reputed journals indexed in Scopus and Web of Science databases with a significant impact factor will be considered. Journals without an impact factor may not be eligible.
3. **Approval Process:**
  - Faculty members must submit a formal request for the payment of publication charges to the vice Chancellor office through Director Research

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- The request should include:
  - Details of the publication (title, authors, journal/conference name, etc.).
  - Proof of acceptance of the publication.
  - Invoice or receipt of the publication charges.
  - Any other relevant documents.

### **Consultancy**

The university encourages its faculty to undertake Consultancy Projects from outside agencies. This policy is intended to provide a clear framework for those Faculty members of the college engaged in, or who wish to engage in consultancy. This policy applies to all faculties. The faculty members involving in the conduct of a consultancy service can avail on-duty for industrial visit and meeting concerned persons for discussion related to consultancy work. The faculty or staff must ensure that the consultancy work does not create a conflict of interest with the role of the faculty in the college. Consultancy work is expected to bring financial benefits both to the institution and its employees.

### **Distribution of Consultancy Earnings**

- All the earnings of the consultancy be deposited in the Dedicated Account of the University and later on to be disbursed through the Accounts Department in the following proportion:
  1. Faculty Members : 60% of the Consultancy amount.
  2. R & D Fund of the Department : 20% of the Consultancy amount.
  3. Dedicated Account of the University : 20% of the Consultancy amount.
- Distribution of the Consultancy charges shall be subject to the submission of report to the client with a copy to Consultancy Board.

### **Fellowship**

Graphic Era Deemed to be University Dehradun will award Associateships / Fellowships to the Full Time research scholars under following categories, viz.,

### **INSTITUTE FELLOWSHIP / SCHOLARSHIP**

- a. Available to such meritorious FT research scholars who are not drawing financial assistance from any other source.
- b. Institutional fellowship of Rs. 36, 000/- per month shall be awarded to valid UGC-NET(JRF)/ CSIR-NET/Inspire/GATE to full time research scholars.
- c. Institutional Fellowship up to Rs. 32,000/- per month to the full-time research scholars with valid scorecard who have qualified under UGC NET Category 2 (Eligible for admission to PhD without JRF and for appointment as assistant professor), or any equivalent national level examination).
- d. Institutional Fellowship up to Rs. 32,000/- per month to the full-time research scholars who successfully qualifies the Graphic Era's Ph.D. entrance examination, securing a

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meritorious position with outstanding academic credentials (preference will be given to candidates awarded a gold medal in their qualifying degree).

- e. The Meritorious Scholars' Research Grant up to Rs. 2,00,000/- per year may be awarded based on demonstrated research achievements.
- f. Scholarship continuation will be subjected to satisfactory performance in each semester.
- g. All Institute fellow, irrespective of discipline, shall be required to train in teaching /education/pedagogy/writing related to their chosen Ph.D. subject during their doctoral period. Ph.D. scholars may also be assigned 4-6 hours per week of teaching/research assistantship for conducting tutorial or laboratory work and evaluations.
- h. The total fellowship period shall not exceed three (3) years from the date of registration (including course work tenure).
- i. Extension of research fellowship after 3 years: Based on the performance of the student fellowship can be extended for a period of six (6) months or one (1) year, at the request of the research scholar with the recommendation of the Supervisor & the HOD, and the approval of Pro-Vice Chancellor (Pro-VC) and Vice Chancellor (VC)
- j.

#### **Advance Fellowship for Students Awarded Government Fellowships/Associateships**

To ensure uninterrupted academic and research progress, the university provide advance fellowship support to students who have been officially awarded government research fellowships and associateships, in cases where the release of funds from the funding agency is delayed. The following guidelines are applied:

- Advance payment is extended only after verification of the official award letter and approval from the Research and Development Cell.
- The amount disbursed as advance is equivalent to the eligible monthly fellowship and contingency, as per the norms of the respective funding agency.
- The advance is adjusted against the funds once they are released by the concerned agency.
- The university set a cap or limit on the duration for which advance can be provided, subject to budget availability.
- The initiative aims to support research scholars and prevent delays in research work due to administrative or financial bottlenecks.

#### **TUITION FEE WAIVER**

Tuition fee waiver is also available on merit cum means basis (based on the merits of the case) as per University Norms.

#### **Rules and Regulation for Research Scholars**

- a. The research scholar must be full time researcher and submit himself/herself to the disciplinary regulations of the University (in continuance with Rules for Fellowship).



- b. Must be regular in performing the academic duties assigned by the Department. The Department must ensure regular attendance of the scholar by keeping a registered account.
- c. Every research scholar entitled for fellowship is expected to assist Department in teaching learning process by taking a nominal teaching load as prescribed by the Department.
- d. Every research scholar has to submit/present his/her progress report to the DRC once in every six months.
- e. A full time research scholar availing fellowship cannot take up any assignment/job with any other Institution/Organization with salary/stipend till submission of thesis.
- f. On disciplinary grounds fellowship may be terminated at any time without communicating to the research scholar and the University /Institution's decision in this regard shall be final and binding.
- g. Research scholars are entitled to maximum 25 day's leave in an academic year in addition to public holidays. They are not entitled to semester breaks. It shall be the duty of the supervisor and the Department to ensure proper engagement of research scholars during semester breaks to productively utilize the said period for better research outcomes.
- h. Women candidates are eligible for maternity leave as per University norms.
- i. The University medical facilities may be availed by the research scholars, if required.
- j. The fellowship is liable to cancellation, in case of:
  - ❖ Unsatisfactory progress of research work.
  - ❖ Failure in any of the examination related to Ph.D.
  - ❖ Candidate found ineligible at a later stage.
  - ❖ Full time research scholars who fail to complete the semester registration formalities within a stipulated time period.

#### **Ph.D. Course Work**

Ph.D. Scholars can earn course work credit through online platform apart from regular courses offered by the departments. The SRC if found necessary may recommend one of the course (other than Research Methodology) to complete through UGC recognized online platforms (as per UGC PhD guidelines 2022) and transfer the credits in GEU Marksheets.

#### **Rules and Regulation for admission in PhD program for all international applicants.**

1. Admission process of Applicant may be started as soon as documents and application received from international admission team.
2. After the successful clearance of university entrance examination, the provisional admission may be granted to the applicant subject to the submission of equivalence certificate of qualifying examination from AIU located in AIU House, 16 kotla marg, New Delhi and other relevant documents within 45 days from the date of provisional admission.

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3. Candidate is required to carry all original document once he/ she will report (physically) to the University for admission and shall get the document verified.
4. The University will not pay any charges which are applicable for AIU document processing.
5. Candidate shall have to complete course work as prescribed by the UGC, other statutory bodies and as specified in PhD regulation of GEU at GEU campus and earn required credits.
6. SRC if found necessary may recommend one of the course (other than Research Methodology) to complete through UGC recognized online platforms like MOOCs currently offered by UGC, NPTEL, IGNOU, CEC, IIM-B on SWAYAM Platform (as per UGC PhD guidelines 2022) and transfer the credits in GEU Marksheet.
7. Candidate is required to present progress report in each semester however presentation in physical mode is mandatory for following:
  - a. Research Proposal Presentation
  - b. Pre-PhD Presentation
  - c. Final PhD Presentation
  - d. At least once in a year for semester progress presentation.
8. The document like relevant student Visa, passport, FRRO etc. will be monitored by International admission team of the University.
9. For International PhD scholar, the submission of fee will be done as per the office order GEU/R-1279/23, Dated July 22,2023.
10. If candidate is applying for Part time mode then apart from rule 1-9, a letter about availability of required resources for completion of PhD work is required to be submitted by Institution head where candidate is working.

#### **Recognition of Research Publication:**

1. Publication of Book/Contribution of Book chapters.
2. Appreciation of faculty members/research scholars publishing quality research papers/articles in Scopus & Web of Science.
3. Assistance in collaborating with other Institutions/Organizations for carrying out advance research or availing facilities not available in parent organization.

#### **CODE OF CONDUCT AND ETHICS FOR RESEARCH**

- Every researcher shall conduct himself/herself with honesty and integrity and shall not indulge in any activity, any unfair means in his/her academic/research activities, publication of research papers in journals, reports/ monographs, project reports, etc., and shall refrain from any activity which may be considered to be even remotely connected with unfair means such as copying/ stealing or plagiarism etc.
- Every researcher is expected to uphold the sanctity and integrity of academic/research/administrative system and the credibility of the University. Any report/information in regard to an act of indiscipline, use of unfair means and

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plagiarism shall be considered as a violation of Code of Conduct and disciplinary action shall be initiated against the employee concerned as per rules.

- As a quality enhancement policy keeping in view of the above points, the University has purchased access to Turnitin Plagiarism detector software as well as AICTE sponsored free software URKUND, which be availed by all researchers.

## **THE ACT OF PLAGIARISM**

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities.

The following key policies on plagiarism as defined by UGC, should be abided strictly by all.

### **1. Levels of Plagiarism**

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

- i. Level 0: Similarities upto 10% - Minor similarities, no penalty
- ii. Level 1: Similarities above 10% to 40%
- iii. Level 2: Similarities above 40% to 60%
- iv. Level 3: Similarities above 60%

### **2. Penalties**

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the HEI only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

#### **a) Penalties in case of plagiarism in submission of thesis and dissertations**

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- i. Level 0: Similarities upto 10% - Minor Similarities, no penalty.
- ii. Level 1: Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- iii. Level 2: Similarities above 40% to 60% - Such student shall be debarred from submitting a revised script for a period of one year.
- iv. Level 3: Similarities above 60% - Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.



Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

**b) Penalties in case of plagiarism in academic and research publications**

I. Level 0: Similarities up to 10% - Minor similarities, no penalty.

II. Level 1: Similarities above 10% to 40%

i) Shall be asked to withdraw manuscript.

III. Level 2: Similarities above 40% to 60%

i) Shall be asked to withdraw manuscript.

ii) Shall be denied a right to one annual increment.

iii) Shall not be allowed to be a supervisor to any new Master's, Ph.D. Student/scholar for a period of two years.

IV. Level 3: Similarities above 60%

i) Shall be asked to withdraw manuscript.

ii) Shall be denied a right to two successive annual increments.

iii) Shall not be allowed

**In case of any dispute or difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Chairman, Academic Council shall be final and binding.**

  
Registrar

Copy to:

PRO: For kind Information of the Hon'ble President

1. Pro Chancellor
2. Vice Chancellor-
3. Pro Vice Chancellor
4. M.D, GEIMS
5. Dean, GEIMS
6. Finance Officer
7. Controller of Examinations
8. All Directors, Deans & HODs
9. Persons Concerned
10. Deputy Registrar Examinations
11. Head, HR