3.7 RESEARCH POLICY

1. AIMS OF THE RESEARCH POLICY

- Akshaya College of Arts and Science aims to foster and sustain a vibrant research culture that promotes scientific temper, critical thinking, creativity, and research aptitude among its faculty members, non-teaching staff, and students. The institution is committed to supporting quality research across disciplines in arts, science, commerce, and management, thereby contributing to academic excellence and societal development.
- The research policy seeks to align research initiatives with the vision and mission of the institution while encouraging meaningful participation in research, innovation, and scholarly activities. The college facilitates research through the provision of necessary infrastructure, resources, funding support, and opportunities for interdisciplinary collaboration.
- Further, the institution ensures that all research activities adhere strictly to applicable statutory guidelines, ethical standards, and regulatory frameworks. It emphasizes responsible research practices, academic integrity, safety, and ethical conduct in all scholarly endeavors, thereby upholding national and international norms in research and publication.

2. OBJECTIVES OF THE RESEARCH POLICY

- Strengthening the institutional capacity for effective strategic, technical, and operational planning, budgeting, and monitoring of all research activities of the institution.
- Formulating and implementing rules, procedures, and guidelines for providing research support, instituting research awards, and facilitating other related research activities.
- Developing clear rules, procedures, and guidelines for granting on-duty permission and other support measures to faculty members engaged in research activities.

3. RESEARCH STRUCTURE AT ACAS

- Research Advisory Committee (RAC): Responsible for planning, monitoring, and evaluating all research activities of the college.

- Department Research Coordinators (DRC): Facilitate and coordinate research activities at the department level.
- Innovation & Entrepreneurship Development Cell (IEDC): Supports student and faculty initiatives in ideation, incubation, prototyping, and entrepreneurship, including social and cultural enterprises.

4. RESEARCH PULICATION NORMS

Faculty Cadre	Minimum Scopus Publications Required / Year	Peer reviewed Publications Required / Year
Professor	2	4
Associate Professor	2	4
Assistant Professor	1	3

5. PUBLICATION INCENTIVES

5.1 Journal Publication Incentives

Norms	Incentive in Rs.			
	First / Corresponding Author	Second Author	Third Author	Fourth Author
Scopus	5,000	4,000	3,000	2,000
Peer reviewed	1,750	1,500	1,250	1,000
Web of Science	6,000	5,000	4,000	3,000

* Google scholar / Indexed.

*For publications from the same institution, only the first two authors are eligible for incentives. Beyond the second author, only one faculty member will be eligible as per the prescribed scale.

5.2 Book & Book Chapter Incentives

Type	Incentive in Rs.
Authored Book – ISSN / ISBN	3,000
Edited Book – ISSN / ISBN	1,500

a. Published in High Impact journals

- For every paper published in a journal with more than an impact factor, of 5, the first and corresponding author will get an additional incentive of Rs.1,000/- (Web of Science) and Rs.750/-(Scopus) respectively and peer reviewed journal Rs. 500/-.

b. Collaborative Research Publications

- For papers published with collaboration with other premier institutions like Top 100 NIRF Ranking Colleges in Tamil Nadu, an additional incentive of Rs. 1,000/- for the first author and Rs. 500/- for the second author will be given.
- For papers with international collaboration (Foreign University / Institutions / Industry / Research organizations) - An additional incentive of Rs. 1,000/- for the first author and Rs. 500/- for the second author will be given.

5.3 National and International Conference Support

Description	Incentive in Rs.	Eligibility
ICSSR, Indexed in Scopus or Peer reviewed journal publication	Rs.1,000 (up to 3rd Author)	Participating in Institutes under NIRF ranking within 100.

- Towards Registration for Conference, Travelling Allowance (T.A) & Dearness Allowance (D.A)- (Will be paid after the article gets indexed in either Scopus/WoS).
- Applicable for only one ACAS author.

c. Eligibility:

- Faculty with minimum one-year service is eligible for partial conference support as decided by the Management.

- Conference support can be availed only once in two academic years.
- Beneficiaries must serve the institution for three years after availing financial assistance else, the financial support received must be refunded.

6. IPR SUPPORT

Patent Filing

Support Type	Incentive in Rs.	Eligibility
Filing & Early Publication Charges	2,000	ACAS must be the First Applicant.
Patent Grant Incentive	5,000	

*The first author must be ACAS. Among the remaining authors, only one will be eligible for the incentive.

7. FUNDED RESEARCH PROJECTS

Role	Incentive
Principal Investigator (PI)	5% of sanctioned amount
Co-PI	2.5% of sanctioned amount

Disbursement Schedule:

- 2% (PI) + 1% (Co-PI) upon receiving sanction letter & funds.
- 1% (PI) + 1% (Co-PI) after first progress report.
- 2% (PI) + 0.5% (Co-PI) after project completion.

8. CONSULTANCY POLICY

Revenue Sharing Model

Type of Consultancy	Principal Investigator	ACAS
Personal Consultancy	60%	40%
ACAS Consultancy	40%	60%

9. NPTEL Certificate

Type	Incentive in Rs.
Other Domain Certificate	3,000
Gold	2,000
Silver	1,500

10. FHR GLOBAL CERTIFICATION SUPPORT

Faculty members are eligible for institutional support to obtain global certifications. Those who receive this support for the examination fee are required to serve the institution for a minimum period of three years. If this condition is not met, the faculty member must repay the financial assistance received.

11. Ph.D COMPLETION / Ph.D SUPERVISOR SUPPORT

Support Type	Incentive in Rs.
Ph.D- Completion- Faculty Members	5,000 + Hike in Salary
Ph.D- Completion- Supervisor	10,000/- Scholar
Qualified in NET / SET	2,000/- Salary increment

12. STUDENT RESEARCH SUPPORT

- Undergraduate students are encouraged to publish their project work and research articles in reputed journals and academic platforms relevant to their disciplines.
- Students are motivated to participate in research-based competitions, seminars, workshops, conferences, and academic events organized by universities, government bodies, and recognized institutions.

13. BEST RESEARCH DEPARTMENT AWARD

This award is given annually during the annual day function to the research-wise best performing department. The criteria for selection of the award are as follows.

S.No	Criteria (Data pertaining to the assessment year)	Details	Points as per criteria
1	Research funds obtained by the department	More than Rs.5L - 20 Marks Rs.3L – 5L - 15 Marks Less thanRs.3L - 10 Marks	20
2	Number of Research papers (Scopus/Peer reviewed/WoS) published in the Journals in the name of our college	≥ 16 papers - 20 Marks 11–15 - 15 Marks 6–10 - 10 Marks 1-5 - 5 Marks	20
3	Highest impact factor of the journal wherein our college research paper has been published	≥ 5.0 -10 Marks 4.0 – 4.9 - 8 Marks 3.0 – 3.9 - 6 Marks 1.0 – 2.9 - 4 Marks < 1.0 - 2 Marks	10
4	Total number of research Activities/ Events completed	≥ 10 -10 Marks 7 – 9 - 8 Marks 4 – 6 - 5 Marks 1 – 3 - 3 Marks	10
5	Books / Book chapters published/ Other research activities (ISBN books / chapters)	≥ 5 - 5 Marks 3 – 4 - 4 Marks 2 - 3 Marks 1 - 2 Marks	10
6	Maintenance of Google Scholar page for the Department	Active, updated, verified & public with department profile-5 Active but not updated regularly-3 Created but incomplete-2	5

S.No	Criteria (Data pertaining to the assessment year)	Details	Points as per criteria
7	Total number of citations of the department	≥ 150 - 5 Marks 101 – 149 - 4 Marks 75 – 100 - 3 Marks 50 – 74 - 2 Marks ≤ 50 - 1 Marks	5
8	h index of the department	≥ 10 - 5 Marks 8– 10 - 4 Marks 6 – 8 - 3 Marks 4 – 6 - 2 Marks ≤ 4 - 1 Marks	5
9	i10 index of the department	≥ 10 - 5 Marks 9– 10 - 4 Marks 7 – 8 - 3 Marks 5 – 6 - 2 Marks ≤ 4 - 1 Marks	5
10	Number of research proposals submitted to the external agencies	≥ 10 - 5 Marks 8– 9 - 4 Marks 6 – 7 - 3 Marks 4-5 - 2 Marks ≤ 3 - 1 Marks	5
11	Number of patents applied by the department	≥ 5 - 5 Marks 3– 4 - 4 Marks 2 - 3 Marks 1 - 2 Marks	5
TOTAL			**100**

14. BEST RESEARCHER AWARD

The Best Researcher is selected from among all faculty members based on the following criteria, and the award is presented annually during the Annual Day function.

S.No	Criteria (Data pertaining to the assessment year)	Details	Points as per criteria
1.	Research funds obtained (Govt. / Industry funded projects)	PI – 10 Marks / project Co-PI – 5 Marks/ project	30
2.	Number of Research papers published in the reputed international Journals (Peer reviewed, Scopus, WoS etc..)	Q1 – 8 Marks / paper Q2 – 6 Marks / paper Q3 – 4 Marks/ paper Q4 – 2 Marks/ paper	20
3.	Total number of citations	≥ 100 - 5 Marks 75 – 90 - 4 Marks 50 – 75 - 3 Marks 25– 75 - 2 Marks < 25 - 1 Marks	10
4.	h-index	h-index ≥ 10 - 10 Marks h-index 6-9 - 7 Marks h-index 3-5 - 5 Marks	10
5.	i10-index	i-index ≥ 10 - 10 Marks i-index 6-9 - 7 Marks i-index 3–5 -5 Marks	10

S.No	Criteria (Data pertaining to the assessment year)	Details	Points as per criteria
6.	Books / Book chapters published (ISBN / Scopus indexed/ Peer Reviewed)	≥ 3 Books / Chapters -5 2 Books / Chapters - 4 1 Book / Chapter - 1	10
	Other research activities (Journal Reviewer, Editorial Board Member)	≥ 4 Activities - 5 2 – 3 Activities - 3 1 Activity - 2	
7.	Patents	Granted - 10 Marks Published - 7 Marks Filed - 5 Marks	10
TOTAL			**100**

Chairman
Akshaya College of Arts and Science