

POLICY ON INCENTIVE FOR RESEARCH PUBLICATION

Version 2.0

Created on 15 .12. 2025

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Objective:

The primary objective of this policy is to provide a framework for the development of a research culture and support faculty members to pursue mandatory quality research, consultancy assignments and present papers on national and international forums. This policy will help add value to the faculty's profile and support the Institution's goal of contributing to socially committed research and development by incentivising such faculty efforts.

Eligibility:

All confirmed faculty members of SCMS Group of Institutions

Policy Effective Date: with retrospective effect from 1st January 2025.

Research Review Committee:

- 1) All research material will be reviewed by an internal Research Review Committee comprising of members from various streams and areas of research.
- 2) The constitution of the Research Review Committee will be as below :
 - i) Professor /Associate Professor with Doctorate from each Institution of SCMS Group; if not, Head of Institution
 - ii) Group Director in charge of Research and Consultancy
 - iii) Dy. Dean - Research & Development - SSET
 - iv) Research Officer -SSTM
- 3) Research Review Committee should meet once every quarter. Minutes of the meeting to be circulated to the Governing Council.
- 4) The members of this committee are responsible for monitoring the quality and quantity of research conducted.
- 5) A member will hold the position in the committee for a minimum period of two years.
- 6) A faculty member whose paper/article is under review cannot be part of the Research Review Committee. An alternate faculty will form part of the Review Committee in such cases.
- 7) Members of the Research Review Committee will also ensure that the general code of research ethics has been followed during research.
- 8) Rating criteria is based on Journal Citations, Impact Factor, H-Index, Publication ratings and any other factor that the research review committee deems fit.



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- 9) Recommendations of the Research Review Committee will be finally reviewed by the Governing Council before finalising on the disbursement of the incentive.

Applicability of Research Publication Incentive:

Research Publication Incentive is applicable only for publications in reputed Research Journals. This excludes publications as part of Ph.D course.

To maintain a standard of quality in publications, SCMS Group will recognise only paper publications falling under the below two journal categories for the purpose of incentive pay out –

- i) SCOPUS Indexed Journals
- ii) Web of Science Indexed Journals with Impact Factor

a) Book Publishing/Article writing/Paper Presentation at Conferences

Incentives for Publications in Research Journals are as below:

Journal Listing	Incentive Amount (in INR)	Co-Author Incentive (in INR)
Scopus Indexed or ADBC Journals with		
A* rating (Q1)	1,50,000/-	75,000/-
A rating (Q2)	1,00,000/-	50,000/-
B rating (Q3)	75,000/-	25,000/-
C rating (Q4)	25,000/-	15,000/-

In the event of the journal is listed in Web of Science, and not in SCOPUS indexed, in that case the incentive amount will be disbursed based on the **Impact Factor** of the publication as per below table:

Impact Factor	Incentive Amount (in INR)	Co-Author Incentive (in INR)
5+	1,50,000/-	75,000/-
4 to 4.99	1,00,000/-	50,000/-
1 to 3.99	75,000/-	25,000/-
0 to 0.99	25,000/-	15,000/-

Incentive for Case Study Writing is as below:

International Journals	INR 30,000/-
National Journals	INR 20,000/-

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Incentive for Book Publishing/Book Chapters/Paper Presentations at Conferences

In the best interests of faculty, the Governing Council of SCMS would like to offer monetary support in publishing a book or article in academic areas. The monetary incentive offered will be decided on a case to case basis after a joint discussion with the Research Review Committee and the Governing Council.

Books and book chapters should be written for academic purposes to be eligible for incentives.

Conditions to receive Research Publication Incentive

- 1) An SCMS faculty member is eligible to receive the incentive if he/she is the first author or co-author of the published paper. However, co-authors have to comply by certain conditions, listed in the following points to become eligible.
- 2) As a co-author, to be eligible for incentive, he/she must ensure that the first author belongs to any other Institution other than SCMS. Incentives under this category as co-author shall be restricted to a maximum of two publications per individual per calendar year.
- 3) In the event of Joint publications by two or more faculty members of SCMS, only the first author will be eligible, provided he/she meets the incentive criteria.
- 4) If a paper is listed in more than one database, only one index which is top rated will be considered. Scopus first, if not, Web of Science
- 5) Acceptance of the paper will not qualify for Incentive till the time it is actually published and proof of publishing is submitted to the Institution.
- 6) The faculty member has to be on the rolls of the Institution at the time of awarding the incentive for the publication.
- 7) **It is mandatory to give the Institution's name and official e-mail i.d in the publications in order to be eligible for the incentives. This will be verified by the Research Committee at the time of submission of proof.**
- 8) Repetition of the published article in different journals is against ethical research practices and thus will not qualify for repeated incentives. It can also lead to penal action from the Institution to curb such unethical practices.

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- 9) Publishing in paid journals is not encouraged and faculty members are advised not to publish their papers in such journals.
- 10) The Institution reserves its right to disqualify the research article published from the incentive scheme if it does not meet the minimum standard/benchmark of quality.
- 11) The Research Review Committee will study and recommend the incentives to the Governing Council for approval.
- 12) The decision taken by the Governing Council based on the recommendations of the Research Review Committee will be final and binding.

Procedure to Receive Research Publication Incentive

- 1) Faculty who intends to present/publish a paper/article in a reputed Journal will have to inform of his/her intent to the HR Department prior to the actual print/publishing of the paper/article.
- 2) **A faculty has to apply for the incentive within one month of publication. Delayed intimations to the HR Department will stand to be disqualified from the Incentive scheme.**
- 3) It is mandatory to submit the proof of published article to HR at the time of application for incentive.
- 4) It is mandatory for the faculty to make a presentation to the HR and Research Review Committee, post publication. The faculty has to come fully prepared for such presentations.
- 5) The entitled incentive amount, after deducting all applicable taxes will be paid on Social Sciences Research Colloquium every year, usually held in the month of January.