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11 Aug 2022

7845/60-6/AIE/Colleges

AIE, Greater NOIDA

**DRAFT SOP FOR GRANT OF SEED AMOUNT FOR CARRYING OUT RESEARCH  
WORK/PROJECT WORK AND ITS PUBLICATION IN UGC ENLISTED  
JOURNALS AND SCOPUS JOURNALS**

1. Ref your Minute Sheet No 24501/SAS/AIE dt 13 Jul 2022.
2. Draft SOP for Grant of Seed Amount for Carrying out Research Work/Project Work and its Publication in UGC Enlisted Journals and Scopus Journals has been approved by the Chairman.
3. For your info & further necessary action pl.

  
(Sumeet Sharma)  
Col  
SO to Chairman

SN/-



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WORK/PROJECT WORK AND ITS PUBLICATION IN UGC ENTLISTED  
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**References:**

- a) NAAC criteria III
- b) NEP 2020 regulations for research and Development of Teachers and Role of HEIs in research development
- c) UGC 2013 regulations on API Score

**GENERAL**

1. There is great relevance to research in education. Apart from ensuring an in-depth knowledge over a topic research papers also contribute to the world of knowledge. Publication in research journals of repute increases helps in the professional growth of teaching staff.
2. Quality Research paper publications by the faculty of an institute shows the research acumen of an institution.
3. Criterion III of NAAC focuses on research innovations and extensions. This Criterion seeks information on the policies, practices and outcomes of the institution, with reference to research, innovations and extension. It deals with the facilities provided and efforts made by the institution to promote a 'research culture'.

**AIM**

4. The lay down guidelines and procedures are for providing financial aid to the faculty of AIE to carry out research projects and for publication in UGC enlisted/ Scopus Journals.
5. Instructions contained in the document are specific to providing financial aids for publication in UGC enlisted/Scopus journals and shall confirm to rules and regulations for Army Colleges and Institutions and guidelines of the statutory regulatory authorities like NCTE, RCI, UGC and GGSIPU, as amended from time to time.

**PREVIEW**

6. The SOP for providing financial aid to the faculty of AIE to carry out research projects and for publication in UGC enlisted/ Scopus Journals has been covered under the following heads: -
  - (a) **Part I: Justification**
  - (b) **Part II: Specific Objectives**
  - (c) **Part III: Modalities of carrying out research work/project**
  - (d) **Part IV: Selection Criteria**
  - (e) **Part V: Final approval for Publication**
  - (f) **Part VI: Reimbursement of Expenditure**
  - (g) **Part VII: Conclusion**

## **PART I: JUSTIFICATION**

7. AIE is preparing for NAAC inspection. While working on NAAC it was observed that although faculty have written and published a good number of research papers but only few research papers have been published in Scopus and UGC enlisted journals.
8. Cost of publication in these journals ranges from Rs. 1000/-to 30000/-. Due to high cost of publication faculty do not prefer to publish their research work in these journals.
9. Facilitating research work by providing financial support will not only motivate the faculty to do good quality research work but will also help in to strengthen management support to them.
10. It will also help institution in scoring more points under criteria 3 of AQAR.
11. The number of research articles published in reputed journals should be of the globally-accepted indicators considered for various academic purposes including institutional ranking, appointments and promotions of faculty members and award of research degrees.
12. Research journals from all disciplines, indexed in Scopus (Source list) or Web of Science (Arts and Humanities Citation Index Source Publication, Science Citation Index Expanded Source Publication, Social Science Citation Index Source Publication) are accepted globally as quality journals and are considered for all academic purposes.

## **PART II: SPECIFIC OBJECTIVES**

13. To promote quality research work in AIE.
14. To motivate the faculty of AIE to increase the no. of research publications/Projects in Scopus Journals.
15. To create an eco-system in institution for innovation and other such initiatives for creation and transfer of knowledge.
16. To increase the preparedness of institution for scoring more in Audits and Inspections like NAAC, JAC etc.
17. To provide financial aid/seed money to faculty for carrying out quality research work.

## **PART III: MODALITIES FOR CARRYING OUT THE RESEARCH WORK/PROJECT**

18. Research and Development Committee (R & D) of AIE will be given responsibility for promoting research work and publication in Institution.
19. Research Proposal/Synopsis will be called by R and D Committee in two cycles every year {First cycle (Jan-June) and Second cycle (Jul.-Dec.)}.

20. It will be mandatory for all faculty members individually or in a group of two (students can also be involved) to present research proposal.

21. Synopsis will be presented by the faculty members.

22. A timeline of not more than four months will be decided to complete the research work/project.

#### **PART IV: SELECTION CRITERIA**

23. After presentation at one time three best synopsis will be selected in consultation with an Eminent educationist and R & D committee of AIE.

24. Preference will be given to the quality research proposals and to those whose no. of publications are less.

#### **PART V: FINAL APPROVAL FOR PUBLICATION**

25. Two progress reports will be submitted by the faculty member before submitting the final project. Final project should be submitted with a plagiarism report. It will be the responsibility of Faculty members carrying out the research to explore for the best authentic UGC/Scopus Journals for publication of the research work. Research work will be approved for the publication only after approval of an eminent educationist and R & D committee.

#### **PART VI: REIMBURSEMENT OF EXPENDITURE**

26. For publication of the research work within the stipulated time line 50% of publication fee will be reimbursed maximum up to 5,000/- in one financial year. (i.e., 01 Apr to 30 March) for one research project from college.

27. A maximum of Rs.40000/- will be spent on publication of all research projects in one financial year.

28. No TA/DA will be admissible for collecting data.

29. Expenditures on photocopy or purchase of any test or tool will not be reimbursed.

30. Formal approval of the Director/Principal will be taken before the expenditure on noting sheet.

31. A faculty member or team will be reimbursed the above expenditure only if he/she completes the research work on stipulated time line.

#### **PART VII: CONCLUSION**

32. The present SOP will be effective from the new academic session i.e. 2022-23 to be followed to promote research acumen among teaching learning fraternity of AIE.