



# JOHN COX MEMORIAL CSI INSTITUTE OF TECHNOLOGY

An Engineering College Under Society for Technical Training of the South Kerala Diocese of Church of South India  
(Approved by AICTE and Affiliated to APJ Abdul Kalam Technological University)  
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## RESEARCH INCENTIVE POLICY 2025

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## **Research Incentive Policy**

### **Preamble**

Innovation, knowledge creation, and research productivity are indicators of an educational institution's strength. Faculty alignment with all facets of institutional research initiatives is essential to achieving these goals. The goal of John Cox Memorial CSI Institute of Technology (JIT) is to become one of the top 20 research-focused institutions in Kerala.

This document provides research and consultancy policy and reward schemes.

### **Objective**

The underlying objective of the Research Incentive Policy is to motivate the faculty members to undertake quality research, consultancy, and other research-centric activities. JIT aims to improve overall research performance and promote research activities across all departments. The purpose of the Research Incentive Policy (RIP) is to provide the means to assist with research activities and/or reward faculty members for successful publication of research output, in quality research journals of national and international repute and recognition.

- Creating an ambience to nurture research
- Promoting inter and multi-disciplinary research
- Publishing papers in journals of international repute and in conferences
- Creating quality human resources for scientific research
- Providing valuable consultancy services to the industry community
- Encouraging and motivating the faculty members for their research output by financial support and by awards

## **Scope of Research Incentive Policy**

The scope of the Research Incentive envisages, in particular:

- i. To promote research and development culture among faculty members by joining Ph.D research based courses.
- ii. To motivate faculty members to concentrate on research related activities, in addition to the teaching and to publish research articles in reputed refereed international and national journals with impact factor.
- iii. To pursue efforts to write books, chapters for publication by International and National publishers of repute.
- iv. To evince interest among the members of faculty to undertake efforts to establish collaborative research projects with their counterparts in reputed foreign/national Universities.
- v. To encourage our faculty members to submit proposals and secure funded research projects from various funding agencies in India and abroad.
- vi. To undertake consultancy projects sponsored by Government & Private, Industrial and other organizations.
- vii. To encourage creativity in the minds of faculty members, so that they make original contributions by way of products, concepts, etc. and obtain patents.

## **Details of the Incentive Policy**

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### **Research Scholar Registrations**

JIT promotes Ph.D scholar registrations by all its faculty members in either full-time or part-time mode. Faculties who are working in the college and doing Ph.D will be given one increment in salary, when submitting the request along with the proof for registration. The incentive will be continued only if he/she submit a report on the progress of the research work in every six (6) months counter signed by the research supervisor/guide.

### **Research Publications**

If a research paper is published based on his/her work in hard copy or in electronic form in a reputed /refereed international journal as recommended by the HOD concerned, incentive(s) will be paid to the faculty member as indicated below:

#### **Incentives for Journal Publications:**

The following incentives are provided for publishing research papers.

- i. For the publication of works in reputed SCI/SCIE Journals, the author is eligible for an incentive of Rs.10,000/- for a single authored paper. In case of joint publication by two authors, the first author will be eligible for an incentive of Rs.6000/- while the second author is eligible for Rs.4000/-. In case of articles authored by more than two faculties, the first author is eligible for an incentive of Rs.4000/- while the second and subsequent authors are eligible for the balance incentive amount equally.
- ii. For publishing the works in reputed SCOPUS Journals, the author is entitled for an incentive of Rs.5000/- if it is a single authored paper. If the paper is written by two authors, the first author will be entitled for an incentive of Rs.3000/- while the second author for Rs.2000/-. In

case of articles authored by more than two faculties, the first author is eligible for an incentive of Rs.2000/- while the second and subsequent authors are eligible for the balance incentive amount equally.

- iii. For the publication of works in reputed/referred national journal that is empanelled in the UGC Care List, the author is eligible for an incentive of Rs.3,000/- for a single authored paper. In case of joint publication by two authors, the first author will be eligible for an incentive of Rs.1800/- while the second author is eligible for Rs.1200/-. In case of articles authored by more than two faculties, the first author is eligible for an incentive of Rs.1200/- while the second and subsequent authors are eligible for the balance incentive amount equally.

**Note:** The incentives mentioned above are applicable to the articles published by students also. In addition, the management will issue a certificate of merit to the student.

The publications will be considered only if they are indexed in Web of Science, Scopus and listed in UGC Care. If a research paper is published in a reputed /refereed national journal, the hard copy of the same recommended by the HOD and a "self- declaration" stating that publication fee was not paid to the Journal to be submitted by the faculty members.

### **Publication of Books**

Faculty members who have taken efforts to write and publish books or monographs are encouraged and incentive will be given to the faculty member as indicated below.

<b>Details</b>	<b>Publisher</b>	<b>Incentive</b>
Full Book (First Author)	Renowned International Publisher	3000
Full Book (First Author)	Renowned National Publisher	2000
Chapters	Renowned International Publisher	1000

### **Patent Publication / Design Grant**

Faculty members and students who successfully obtain Patent publication for a new utility or design certificates for new and innovative designs will be rewarded with an incentive of Rs.3000/- or Rs.5000/- respectively.

In case of joint publication by two inventors, the first inventor will be eligible for an incentive of Rs.1800/- or Rs.3000/- while the second inventor is eligible for Rs.1200/- or Rs.2000/-. In case of patent published by more than two faculties, the first inventor is eligible for an incentive of Rs.1500/- or Rs.2500/- while the second and subsequent inventors are eligible for the balance incentive amount equally.

### **Incentives for Professional Body Membership**

Faculty can apply for membership fee reimbursement in anyone of the Professional Society/ International body or Organization. 50% reimbursement of membership fees, subject to a maximum of Rs. 4,000/- for International and Rs. 2,000/- for National memberships. This incentive is limited to one for one faculty in an academic year.

### **Incentive for development of E-content**

Faculty members with a minimum of five years of teaching experience in the relevant discipline are encouraged to develop E-Content for platforms such as PG Pathshala, CEC, SWAYAM, NPTEL, NMEICT, or any other government initiatives. An incentive of **Rs. 5,000/-** will be awarded for each complete course developed (minimum of 1 credit).

### **Generation of Research Grants**

Faculty members are expected to submit proposals for research grants from funding agencies. It is quite likely, that these projects may involve modernization of laboratories, acquiring of equipment required specific to the research study or conducting of surveys etc. The incentive will be linked to the

total amount of research grant sanctioned by the sponsoring agency. The incentive will be 15% with a maximum amount of the research grant received from the funding agency. Since the amount being released in phases, the incentive(s) paid is also proportional to the amount received by JIT.

### **Undertaking Consultancy Projects**

- If there is a substantial contribution by the faculty member and the staff in the consultancy project and no resources of the JIT (like laboratory, computer, software etc. utilized), the members involved in the consultancy project will take 60% of the total value of the consultancy of the amount received and 40% will go to the institution.
- If the resource of the institution such as laboratory facilities, computing facilities, drafting and other facilities are utilized in the consultancy project, the share of JIT will be 60% of the total consultancy amount received and 40% will go to the faculty and other staff involved in the consultancy work.

### **Presenting research papers at National & International Conferences**

- For the faculty attending and presenting a research paper in national conferences as a first author, the institute will pay 50% of the registration charges (maximum Rs.2000/-) as per the eligibility criterion for presenting the paper as recommended by the academic council of the institution provided the conference is hosted by a reputed institution.
  - Maximum of 2 faculty members from each department per academic year will be considered as recommended by the academic council of the institution.
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- For the faculty attending and presenting research a paper in international conferences held in India as a first author, the institute will pay the registration charges (maximum ceiling of Rs, 3000/- per paper) as per the eligibility criterion for presenting the paper as recommended by the



academic council of the institution provided the conference is hosted by a reputed institution.

**Note:** Faculty members serving as a resource person (keynote speaker, plenary lecturer, session chair, or expert panelist) in conferences, workshops, and seminars can avail official leave to attend and participate.

### **Faculty Development Programme (FDP)**

- Members of the faculty are encouraged to participate in Workshops/FDP of minimum 5 days duration as may be decided by the institution from time to time.
- Faculty members attending a program of more than three days duration shall plan their participation in the semester break/summer vacation so that the academic schedule of the students remains undisturbed. Online FDPs are also acceptable.
- Eligibility for such programs shall be restricted to two faculty members per semester from a department. In general, programmes sponsored by UGC/AICTE/ISTE/DST and other institutions where the host institution takes care of significant portion of the training cost, the faculty will be given Academic Leave for the period.

### **MOOC/SWAYAM Courses**

**It's mandatory to undergo at least one MOOC course (of minimum 2 credit or 8 week) by the faculty members in each academic year.** The full registration fee will be reimbursed if he/she acquired Silver or Gold type certifications.

### **Incentive Claim Procedure:**

- i. Faculty should submit the hard copies of request and first page of the publication / project sanction order/book/book chapter/patent details etc., to the Principal countersigned by the concerned HOD.
- ii. Faculty should submit their application after getting published.
- iii. The college administrative council will scrutinize, generate the faculty list

along with the incentive amounts and submit the same with all details to Head of the Institution for final approval.

iv. The Head of the Institution will approve the details in consultation with Finance section.

v. The final approved incentives will be credited along with the monthly salary of the respective faculty member.

### **Career Advancement and Salary Increment Benefits**

John Cox Memorial CSI Institute of Technology is having a unique scheme for faculty promotion / career advancement / salary increment based on FPADS in which their accomplishments, achievements and impactful outcomes are taken into consideration in addition to their incentives.

### **Other Conditions / Guidelines**

- **In all research publications the author affiliation must be John Cox Memorial CSI Institute of Technology. Only JIT authors shall qualify for the incentive.**
- It is the responsibility of the faculty member to produce evidence of having published paper in the refereed journal and the impact factor of the journal. Faculty has to produce a printed copy of the SCOPUS or other evidence and the HOD of the concerned department should attest the same.
- The incentive shall apply to a maximum 2 paper/faculty member/academic year. Plagiarized works, claims on duplicated papers with different titles of the same content in different journals, seminars or dailies and such other irregularities shall attract severe disciplinary action, including recovery of incentives paid earlier and may lead loss of faculty position at the institution.

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Appeals, if any, relating to the application of the incentive system, will be addressed by the administrative council of the institution, with oversight by the Head of the institution.

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