



St. Albert's College (Autonomous)

An initiative of Archdiocese of Verapoly

Affiliated to Mahatma Gandhi University, Kottayam

(Accredited with "A" Grade by NAAC)

Incentives (Research)

Approved on: 08-07-2020

Approved by: Chairman

St. Albert's College (Autonomous)



Prepared by:
Dean Research

Approved date: 08-07-2020

Approved by:
Chairman

Incentives (Research)

Policy Statement

St. Albert's College (Autonomous) provides incentives to its employees who have shown exemplary work in research.

Objective

St. Albert's College (Autonomous) would like to promote research culture in the College.

Process

The faculty members who have served St. Albert's College (Autonomous) for 2 years will be considered for these incentives and they are as follows:

Ph.D. Support

The Institution will provide all administrative support possible to all the full-time faculty members who wish to pursue Ph.D. While in service, if a faculty member registers for Ph.D. program at any of the College's research centres, he/she is eligible for a scholarship of 50% of fees that needs to be paid to the College. If the employee resigns before he/she completes the Ph.D. program or within a year of completing his/her Ph.D. at the College, he/she has to reimburse all the scholarship amount received.

Financial Incentive for Research Publications

Teachers are encouraged to publish research work in reputed journals and are considered for financial assistance. For providing financial incentive to published work, the research journals are classified into five categories:

Type of research journal	Quality	Type of article	Support*
Indexed journals	Impact Factor between 1 and 2	Full paper (not abstracts)	INR 1000.00

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Indexed journals	Impact Factor between 2.01 and 3	Full paper (not abstracts)	INR 1500.00
Indexed journals	Impact Factor between 3.01 and 5	Full paper (not abstracts)	INR 2500.00
Indexed journals	Impact Factor 5.01 and above	Full paper (not abstracts)	INR 4000.00

* Not applicable, if research allowance for the project is claimed under any other category.

** Impact factor is to be substantiated (Impact Factor Index/SCImago)

Faculty have to submit a request in the specified format along with a copy of the published research paper (reprint) as documentary evidence through the Head of the Department concerned to the Principal and Chairman for sanctioning the amount. The contributors of the articles have to submit along with the application the latest Impact factor of the Journal, from reliable sources.

The financial incentive is provided only to the first author, who is a faculty of St. Albert's College (Autonomous) and uses the College name as their affiliation. Proof of correspondence/ communication from the editor/referee should be submitted along with application. All journals should have ISSN numbers from national or international centres.

No incentives are provided where an external funding is received by the employee of the College for carrying out research on which the paper is published.

To attend a conference for paper presentation (Outside Kerala)

A request with the acceptance letter from the organizers and the full paper which will be presented in the conference has to be submitted to the Review Committee through the Principal. The Review Committee will consist of the Vice Chairman, Principal, Vice Principal, Dean (Research), the respective Head of the Department and two senior subject experts. The faculty member has to present the paper before the Review Committee meeting, if required. The Review Committee after looking at the nature of the conference, presentation, quality of paper and other details will submit the recommendation to the

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Chairman. In the light of the recommendation from the Review Committee, the Chairman will take the final decision.

Management will bear 50% of the expenses subject to a maximum of Rs. 2000/- for a conference in an academic year. In addition, on submission of the presentation certificate from the organizers the presenter will be rewarded with another INR 1000.00.

No incentives are provided where an external funding is received by the employee of the College for carrying out research on which the paper is presented/published.

To attend a conference for paper presentation (Outside India)

A request with the acceptance letter from the organizers and the full paper which will be presented in the conference has to be submitted to the Review Committee through the Principal. The Review Committee will consist of the Vice Chairman, Principal, Vice Principal, Dean (Research), the respective HoD and two senior subject experts. The faculty member has to present the paper before the Review Committee meeting, if required. The Review Committee after looking at the nature of the conference, presentation, quality of paper and other details will submit the recommendation to the Chairman. In the light of the recommendation from the Review Committee, the Chairman will take the final decision.

Management will bear 50% of the air-fare subject to a maximum of Rs. 8,000/- for a conference in an academic year. In addition, on submission of the presentation certificate from the organizers the presenter will be rewarded with INR 2000.00

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