

GMR Institute of Technology

CASH INCENTIVE POLICY FOR STAFF

Research, publication and general academic activity at GMRIT needs serious up-lifting. While in general, academicians are expected to pursue academic excellence for its intrinsic scholastic value, the management of GMRIT considers it desirable to explicitly incentivise academic activities at the Institute to improve the academic output of its Faculty. Towards this objective, the following financial incentives for various academic activities have been announced from 1st May, 2007.

Cash incentives for Publications and Research by Faculty

- (a) On securing Ph.D. without financial assistance, the Faculty will be entitled to the following awards:-
- a) Faculty securing Ph.D. on part time / or full time QIP basis:-
 - i) Two additional increments.
 - ii) Engineering stream Faculty who are not eligible for promotion due to lack of service - will be given special allowance of Rs.5,000 per month additionally
 - iii) Engineering stream and Basic Science Faculty will be given cash awards of Rs.75,000/- and Rs.50,000/- respectively (Award will be a joint FD for two years, which, on maturity, will be transferred, with in limit to the Faculty).
 - b) Faculty securing Ph.D. with 3 years of service at GMRIT:-
 - i) Two additional increments.
 - ii) Special allowance of Rs.5,000/- per month additionally.
 - iii) Cash award as above (award will be a joint FD for five years, which on maturity will be transferred with interest to the Faculty).

Limitation:- This is not applicable to the faculty who join with a special stack up expecting the award of Ph.D.

- (b) For publishing a text book useful to engineering students with an international publisher like McGraw Hill, Oxford University Press or other reputed international publishers, the faculty will be given a cash award of Rs.25,000/-. Further, two additional increments will be given for each published book.
- (c) For publishing a text book useful to engineering students with a national publisher like Tata-McGraw Hill, Prentice Hall of India, Mac Millan, Sage, etc., the Faculty will be given a cash award of Rs.15,000/-. Further, one additional increment will be given for each published book.
- (d) For publishing a text book useful to engineering students with a Regional/local publisher, the Faculty will be given a cash award of Rs.7,500/-. Further, one additional increment will be given for two such publications.

- (e) For publishing a technical paper in a referred international journal, i) The Faculty from engineering disciplines will be given a cash award of Rs.10,000/ and one additional increment for each paper published. ii) The Faculty from basic sciences will be given a cash award of Rs.5, 000/- for each paper and one additional increment for two papers published.
- (f) For publishing a technical paper in a referred national journal, i) The Faculty from engineering disciplines will be given a cash award of Rs.5,000/ and one additional increment for two papers published. ii) The Faculty from basic sciences will be given a cash award of Rs.5, 000/- for each paper published.
- (g) For publishing a professional article in a National /International magazine / news paper, etc., the Faculty will be given a cash award of Rs.1,000/- for National & Rs.1,500/- for International issues.
- (h) For presenting a paper at a National Seminar / Conference, the Faculty will be given a cash award of Rs.1,000/-. If presented a paper in an International Seminar / Conference held in India a cash award Rs 1,500/- will be given.
- (i) Two Faculty members from each department will be supported to attend the National/International Conferences/Seminars as a participant once in a year with 50% Financial Assistance.
- (j) The institute will pay the full registration charges and eligible DA with sleeper class fare at actuals to the Faculty for presenting the paper at the national conference subject a maximum ceiling of Rs 2000/- per paper.
- (k) For International conferences held in India the institute will pay the full registration charges and eligible DA with sleeper class fare at actuals to the Faculty for presenting the paper **once** in a year.
- (l) For presenting a paper at an International Seminar / Conference held outside India the college will pay full registration fee and 50% of the travel expenses subject to a ceiling of Rs 25,000/-.

Guidelines for claiming incentives for Paper Presentations in National or International Seminars/ Conferences.

- (a) The author is expected to present the paper and mention his affiliation within his/her publications to be eligible for all the incentive that were announced.
- (b) Any Conference/Seminar Publication with more than four Authors is not eligible for incentives.
- (c) In case of papers with two authors, both from GMRIT, the first author will be entitled for the incentives announced and however the authors may share the incentive among themselves. If the first author is not from GMRIT and the second author is from GMRIT, he/she will be eligible for travel, registration and 50% of the incentive announced.

- (d) In case of multiple authors where the first author is not from GMRIT and if more than one from GMRIT are among the rest, only one author from GMRIT will be eligible for reimbursement of travel and registration fee and no cash incentive.

Guidelines for claiming incentives for Paper Publications in National/International Journals.

- (a) Any International Journal by Title will be treated as International Journal in true sense, if it has a minimum age of 5 years and Impact Factor. The college will also provide all necessary facilities, for the preparation of the manuscript, like computer with printer, scanner, stationery, etc.
- (b) Any Journal Publication with more than four authors is not eligible for incentives.
- (c) In case of papers with two authors and if any is from GMRIT, the author will be entitled for full cash incentive and cash award as applicable.
- (d) In case of papers with multiple authors where the first two authors are not from GMRIT and one among the rest is from GMRIT, the author from GMRIT will be eligible for only 50% of cash incentive and no increment.
- (e) Cash incentives for Journal Publications will be extended to any no. of papers subject to the condition that the papers published are 80% different at concept level. The final decision with regard to the quality of the Journal & Type i.e. National/International will be based on the age of the Journal, Impact Factor of the Journal, No. of Papers in each Volume and Affiliation of the authors.

Faculty Development Programme/Staff Development Programme:

- (a) All the Faculty members are encouraged to participate in the SDP/FDP for duration of 2 to 5 days conducted at other institutions once in a Semester with financial support.
- (b) Two Faculty members per semester per department shall be sponsored for such type of programmes with full financial support which includes registration/participation fee and Travel by 2nd Class Sleeper in case the hosting institution does not provide the same. However, the programme sponsored by AICTE/ISTE/DST shall be given priority considering the fact that the total expenditure is borne by the hosting institution and the Faculty will be given Academic Leave for the period.

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The following documents to be submitted to claim the incentives:

- 1) A copy of notification of Conferences/Seminars.
- 2) Copy of the Letter submitting the draft copy of the paper.
- 3) Copy of the acceptance mail in case of Conferences/Seminars.
- 4) Copy of the Reviewers remarks in case of Journals.
- 5) Copy of Participation Certificate in case of Conferences/Seminars.
- 6) Original Receipt towards payment of Registration for Paper presentation or Participation in Conferences/Seminars.
- 7) Copy of the final full length paper published in the proceedings of the conferences/Seminars.
- 8) Copy of the final paper printouts of the paper in case of Journals along with Impact Factor.
- 9) Copy of the Index page print in case of Journals/Conference/Seminars proceedings
- 10) Original Travel Tickets when claiming for TA/DA.