



SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)

(Established under section 3 of the UGC Act 1956)

Re-Accredited by NAAC with 'A' grade (3.58/4) | Awarded Category - I by UGC

Founder : Prof. Dr. S. B. Mujumdar M.Sc. Ph.D. (Awarded Padma Bhushan and Padma Shri by President of India)


Notification No. SIU/U-28/972 dated 23rd July, 2020

Subject: Norms for Faculty Development Programs (FDP) and Research Support Fund (RSF)

- 1) **Whereas**, the UGC (Institutions Deemed to be University) Regulations, 2019 bearing NOTIFICATION No. F.1-2/2018(CPP-I/DU) dated 20th February, 2019 published in the Gazette of India;
- 2) **And whereas**, Symbiosis International (Deemed University through its Board of Management vide Resolution No. A5: BoM: 27.06.2019 (i) resolved that the Memorandum of Association (MoA) of Symbiosis International (Deemed University), 2019 in consonance with the UGC [Institutions Deemed to be Universities] Regulations, 2019 be and is hereby accepted;
- 3) **And whereas**, with an objective to further improve the academic and research standards of the University '**Norms for Faculty Development Programs (FDP) and Research Support Fund (RSF)**' were prepared ;
- 4) **And whereas**, the Academic Council vide Resolution No. A1: AC: 20.07.2020 approved the '**Norms for Faculty Development Programs (FDP) and Research Support Fund (RSF)**'.
- 5) **Now therefore**, it is hereby notified for information of all the concerned that the '**Norms for Faculty Development Programs (FDP) and Research Support Fund (RSF)**' that are attached as **Appendix A** will be effective from the date of publication this notification.

SIU/U-28/20/2340
Dated: 23rd July, 2020




Dr. M. S. Shejul
Registrar

To

The Hon'ble Chancellor, Pro Chancellor, Vice Chancellor, Principal Director, Symbiosis, Dean-Academics and Administration, Deans of Faculties of Symbiosis International (Deemed University), Director/ Head, Deputy Director/ Deputy Head, Administrative Officer/ Assistant Administrative Officer/ Office Superintendent of Constituents/ Research Centres/ Support Departments/ Skills and Continuing Education Departments of SIU and Officers of the Symbiosis Society and Symbiosis International (Deemed University)

**NORMS FOR
FACULTY DEVELOPMENT PROGRAMS (FDP) & RESEARCH SUPPORT FUND (RSF)**

A) FACULTY DEVELOPMENT PROGRAMME (FDP)

In the Academic Year 2020-21, it is proposed to allocate Rs. 20,000 per head for each faculty, irrespective of the cadre, towards attending FDPs for enhancing domain knowledge. This is applicable only to faculty in the cadres of Professors, Associate Professors and Assistant professors as per HR record.

1. This amount will **not** be spent on:
 - a) presenting papers,
 - b) attending general conferences
 - c) **any activity related to research** (for which there is a separate allocation mentioned in Point B below)
2. This will strictly be spent on:
 - a) Enhancing domain knowledge that will help the faculty in designing new courses for the institute.
 - b) Taking up courses on Coursera, EdX and similar platforms.
 - c) Enhancing domain knowledge in related areas, to expand the range of courses offered by the faculty member at the Institute.
 - d) To attend very specialised training programs on techniques in a specific domain.

The earlier scheme for Faculty Development Programme is hence withdrawn.

B) RESEARCH SUPPORT FUND (RSF)

1. Given the focus of the University on stepping up Research publications, it is now proposed to establish a clear link between funding available to faculty for research and publication of papers in SCOPUS/ WoS indexed journals expected from each Faculty member, as outlined in the **Revised PAR policy (applicable for AY 2020-21- Extract attached below*)**.

***Time bound Targets for publishing research papers in the journals indexed in Scopus/WoS for each cadre of the Faculty:**

- a) **Director** (independent of the cadre): At least 1 journal paper indexed in Scopus/WoS every academic year.
- b) **Head / all faculty in the Research Centres / faculty deputed to SCRI**: At least 3 journal papers indexed in Scopus/WoS every academic year
- c) **Professor at constituents**: At least 2 journal papers indexed in Scopus/WoS every academic year.
- d) **Associate Professor at constituents**: At least 2 journal papers indexed in Scopus/WoS every academic year.
- e) **Assistant Professor at constituents**: At least 1 journal paper indexed in Scopus/WoS every academic year.

All Directors/Heads of Constituents will fall under 1 a).

2. As the University has to achieve a faculty to Scopus/WoS journal paper ratio of at least 1:1 every year, the number of research papers published by a faculty member of a cadre will be counted with respect to the number of authors. For example, for one faculty member, a research paper with two more author will get 0.33 points. Therefore, for receiving 1 full point to meet target, the faculty member will have to publish more number of papers till the total points add up to at least one point. (Note: For distribution of points the formula mentioned in point 3 will apply)
3. This will be applicable to all the papers co-authored with the researchers from within SIU or outside SIU.
4. Research Incentives will be given along with the certificate of appreciation to those, who meet the target.

In order to help faculty to attain these targets the University proposes to provide a **Research Support Fund (RSF) of Rs. 80,000, per faculty member, irrespective of the cadre**, in FY 2020-21. This is being done largely to support the younger faculty members to build their research capabilities. **This is applicable only to faculty in the cadres of Professors, Associate Professors and Assistant professors as per HR record.**

The outcome of this above investment must be publications in SCOPUS or WoS indexed publications.

The list of activities for which this amount **can be utilized** is outlined below:

- a) Pay for Article processing fees / review of articles.- **The maximum limit per paper will be Rs. 15000/- (Rs. Fifteen thousand only).**
- b) Copy-editing of research papers.
- c) Travel expenses for data collection for Research
- d) Printing / stationery expenses for surveys conducted.
- e) Payment to any agency for collection of data / Data taken from such agency
- f) Supplement the funds granted for International Conference travel (when approved by SIU as per the existing policy)
- g) Seed money for micro projects that can lead to publications. These must be approved by the Director after due scrutiny.
- h) Attending Conferences **to present papers which are to be published in SCOPUS/ WoS indexed journals.** (includes registration/ travel/ Food, stay etc.)

This amount cannot be used to merely attend conferences/ seminars or networking events.

5. Important points to note:

- a) If the allotted amount is spent by the faculty member, but there is no publication / acceptance letter for publication in Academic Year 2020-21, the amount of RSF for the next year **will be withheld.**
- b) As you are aware, for the purposes of PAR the total publications of each faculty are tabulated as on 31 March. **As a special incentive available only during the Golden Jubilee year of Symbiosis, for each publication that is published before 31 Dec 2020 in FY 2020-21, the faculty member will receive double the Research incentive given for publication based on the parameters as given in Annexure 1.**

- c) **This special incentive will not be available for papers published with students.** Publications with students will however be counted in PAR
- d) The utilization of RSF will be strictly monitored by DFO SIU and the outcome in the form of Publications will similarly be monitored by Head Research Publications, SCRI. A quarterly report will be submitted by them jointly to the office of Vice Chancellor.

Annexure 1

The incentive scheme for the faculty members and researchers from the Financial Year (FY) 2020-21 is as below:

Non-STEM				STEM + Non-STEM		Financial Incentives per Journal Paper (Rs.)
ABDC Listed Journals (only Scopus & WoS indexed)	OR	ABS Listed Journals (only Scopus & WoS indexed)	OR	Scopus & Web of Science (SCI, SSCI, AHCI & ESCI) Indexed Journals		
Category A*	OR	Category 4/4*	OR	Quartile 1 (Q1)	20000/-	
Category A	OR	Category 3	OR	Quartile 2 (Q2)	10000/-	
Category B	OR	Category 2	OR	Quartile 3 (Q3)	5000/-	
Category C	OR	Category 1	OR	Quartile 4 (Q4)	3000/-	

ABDC: Australian Business Deans Council, Australia; **ABS:** Association of Business Schools, USA;
SCI: Science Citation Index; **SSCI:** Social Science Citation Index; **AHCI:** Arts & Humanities Citation Index;
ESCI: Emerging Sources Citation Index

Note:

- These incentives shall be given for publication of research papers in 'Journals' only and not for the papers in conference proceedings, book chapters, case studies and books.
- If the Journal falls in more than one index/list, and in different levels, then the incentive will be given to the highest of the levels.
- Research papers published in the respective financial year shall be considered for incentives.
- In case of multiple authors, SCRI will calculate and inform Finance department the amount due to each SIU author in the concerned paper. The amount of incentive will be distributed equally only to SIU authors.



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