Research & Development Policy

1. PURPOSE

This document outlines the activities related to research; the purpose of research policy is to instill a pulsating atmosphere of research among faculties, student and staff.

2. OBJECTIVES

To ensure smooth and effective functioning of RISE (Research, Innovations, Sponsored Projects & Entrepreneurship) activities and to encourage the interdisciplinary research, identify and develop opportunities for faculty, students and staff to engage in research.

3. CUSTODIAN OF POLICY

All research related activities and policies in CGC are governed through office of Dean Research and Development. Office of RISE (Research, Innovations, Sponsored Projects & Entrepreneurship) functions under the Campus Director, CGC, Landran.

4. INITIATIVES FOR PROMOTION OF RESEARCH IN CGC

In order to meet and fulfill research & development objectives, CGC has following initiatives, which encourages research and innovation.

For Faculty

1. Research Emphasis on Recruitment of Faculty: CGC has well defined research policy and guidelines for faculty at all levels; wherein besides teaching, emphasis is also there in terms of paper published, research students’ guidance, and sponsored research and consultancy projects.

2. Performance Award Schemes (PAS): CGC has a unique policy under which faculty members are rewarded based on the following research activities:
   - Award of Sponsored Research and Consultancy Projects from Funding Agencies.
   - Certification Programmes attended by the faculty.
3. **External Funding:** It is mandatory for each department to submit at least one Government Sponsored Project proposal per year to Government funded organization for external funding.

   a.): **Incentive for External Funding:** The Coordinator(s) is / are entitled to an incentive of 1% of the value of proposal (to be shared in case there are more than one coordinator) once the proposal is approved by the approving body like AICTE, UGC, DST, SERB, TDB etc.

   b.): The Coordinator(s) is / are entitled to an incentive of 1.5%, subject to maximum of Rs. 10,000/- (Ten Thousand only) of the value of proposal (to be shared in case there are more than one coordinator). Once the proposal is approved by approving international funding agency upon receipt of grant by CGC.

4. **Publications:**
   a.): Incentive of Rs. 2,000/- for paper publication in UNPAID national journals (SCOPUS/ESCI/UGC-CARE list for HMCT, CCH & CCED) and Rs. 4,000/- for paper publication in UNPAID International Journal (SCOPUS/ESCI/UGC-CARE list for HMCT, CCH & CCED) may be paid to the author who is regular faculty member of CGC.

   - 100% in case of single author.
   - In the ratio 50:50 in case of main author & corresponding author
   - In the ratio of 60:40 in case of two authors.
   - And in the ratio of 60:20:20 in case of three authors and so on.

   b.): For ABDC/SCIE/AHCI Publications the institute will provide financial incentive of Rs. 10,000/- In case of multiple authors in the same paper from CGC, the incentive shall be shared by the number of authors.

   - 100% in case of single author.
   - In the ratio 50:50 in case of main author & corresponding author
   - In the ratio of 60:40 in case of two authors.
   - And in the ratio of 60:20:20 in case of three authors and so on.

   c.): For Publication in Institute Journal, The faculty will be give an incentive of Rs. 1000. In case of multiple authors, the incentive shall be shared by the number of authors.

   - 100% in case of single author.
   - In the ratio 50:50 in case of main author & corresponding author
   - In the ratio of 60:40 in case of two authors.
   - And in the ratio of 60:20:20 in case of three authors and so on.

   d.): Case study publication incentive of Rs. 4,000/- for case publications in IVEY Business publishing may be paid to the author who is regular faculty member of CGC.

   - 100% in case of single author.
   - In the ratio 50:50 in case of main author & corresponding author
   - In the ratio of 60:40 in case of two authors.
   - And in the ratio of 60:20:20 in case of three authors and so on.
e.): Case study publication incentive of Rs. 10,000/- for case publications in Harvard Business Review (HBR) publishing may be paid to the author who is regular faculty member of CGC.

- 100% in case of single author.
- In the ratio 50:50 in case of main author & corresponding author.
- In the ratio of 60:40 in case of two authors.
- And in the ratio of 60:20:20 in case of three authors and so on.

f.): In case of Book/Chapter publications, the incentives of Rs. 4,000/- will be given to the authors for a good quality of publications and Rs. 10,000/- will be paid in case of Book publication high quality cover for e.g. McGraw Hill, the discretion of which rests on the research committee. The publication amount will be granted only if the name of college is mentioned in the Book cover/Book Chapter. The incentive shall be shared by the regular faculty members of CGC as follows:

- 100% in case of single author.
- In the ratio 50:50 in case of main author & corresponding author.
- In the ratio of 60:40 in case of two authors.
- And in the ratio of 60:20:20 in case of three authors and so on.

* For Publications Incentive granted only subject to citation of CGC Faculty.

**The Publication details are to be updated in Google Scholar which is to be attached as a printout at the time of applying for incentive.

5. Professional Development Allowance (PDA): Faculty members will be given Professional Development Allowance for attending conference, delivering lectures and other academic activity.

a.): Conferences In India: For presentation of research papers in conferences with in India, the regular faculty member of CGC shall be eligible for:

i. 50% of conference registration fee subject to maximum of Rs. 5000/-. 
ii. To & Fro Travel allowance as per college Domestic Travel Policy.
iii. Duty Leave as per College Leave Rules Policy.

b.): Foreign Conference: For presentation of research paper in international conference outside the country, the regular faculty member of CGC shall be eligible for:

i. 50% of conference registration fee subject to maximum of Rs. 10,000/-. 
ii. One way airfare to the foreign destination of the conference.
iii. The regular faculty members of CGC shall be eligible to attend conference. Once in every three years along with the duty leave.

6. Patents Filing Support: Faculty is encouraged to file patent and for it all expenses are borne by the Institute.

a.): Award / Granting of Patent: Once the patent has been sealed / awarded, the faculty members (s) will receive an incentive of Rs. 10,000/- (To be shared if there are more than one faculty members as applicants).

b.): There is no maximum limit on the number of patents filed by an individual / team.
7. **Project Support**: Faculty will be entitled to the project support in case of prototype and process testing subject to review and recommendation by research cell.

8. **Travel Support**: TA/DA for project presentation is given to every faculty if not given by funding agencies. This support is valid within India.

9. **Consultancy**: Faculty is paid 50% of grant received under consultancy projects.
   a. CGC Encourages the faculty to provide consultancy on payment/complimentary basis. It allows 50% of the consultancy remuneration to the faculty and 50% to the institute for providing infrastructure and backup support.
   b. In case the consultancy project is implemented in online mode, it allows 80% of the consultancy remuneration to the faculty and 20% to the institute for providing infrastructure and backup support.
   c. College will provide due weightage to the consultancy done by faculty in annual appraisal of the teachers which form the basis of annual increment and promotions.

10. In every department of the institute, journal club(s) has to be formed in which every faculty has to discuss/present PPT of a peer reviewed / referred research paper / article. A report in the form of proceeding register has to be submitted by the HOD to the Director Principal / Dean R&D. HODs / Coordinators have to ensure that each faculty should present at least one paper / case study in a semester. The success of individual presentation and overall journal club would be acknowledged in annual appraisals.

11. In order to encourage research among the young doctoral faculty, College will provide financial appreciation incentive of Rs. 10,000/- (Rs. Ten Thousand only) to faculty who will receive awards such as ‘Young Scientist, Punjab Young Scientist, etc. from Government bodies.

12. The Management reserves the right to take a decision over and above the R&D policy in special cases considering its merits and in the interest of the institute.

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**For Students**

- Patent Filing Support: CGC Sponsors all expenses for patent filling to UG and PG Students.

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