हरियाणा केंद्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF HARYANA

No.: CUH/IQAC/2022/198   Date: 09.02.2022

NOTIFICATION

Sub.: Guidelines for Incentives in the form of Awards to Teachers of the University for Promotion of Quality Research and Teaching.

The Guidelines for Incentives in the form of Awards to Teachers of the University for Promotion of Quality Research and Teaching are hereby notified for information and necessary action by all concerned. The Guidelines are attached at **Annexure-I** to this Notification.

This issues with the approval of the Competent Authority.

Note: This supersedes Notification No. CUH/IQAC/2022/197 dated 08.02.2022.

Sanika 9.2.2022

Director (IQAC)

Encl.: a/a

Copy to:

1. Vice-Chancellor's Secretariat (For information of Hon'ble Vice-Chancellor), CUH.
2. All Deans/HoDs/TICs, CUH.
3. Office of the Registrar, CUH.
4. Office of the Finance Officer, CUH.
5. The System Analyst, for uploading on the University's website.

CENTRAL UNIVERITY OF HARYANA

Guidelines for Incentives to Teachers of the University for Quality Research and Teaching

Following incentives in the form of Awards and Life Membership Fee of Professional Societies/Bodies may be given to teachers on the campus.

A. Awards and Broad Criteria for the Awards

I) Best Researcher: Publications (Sciences & Engineering)

1. Maximum number of published papers in SCIE, SSCI, AHCI, WoS and Scopus Indexed Journals in a calendar year.
2. In case of a tie, the researcher with total higher impact factor of the publication will be adjudged as the winner.
3. If the tie still persists, the researcher having higher number of collaborative publications with international and National Universities/Institutes Central University of Haryana will be adjudged as the winner.
4. It will be the responsibility of the applicant to submit hard copy of the documents, if asked for, substantiating the indexing of journals in SCIE, SSCI, AHCI, WoS and Scopus as well as the impact factors.

II) Best Researcher: Publications (Humanities and Social Sciences):

1. Maximum number of published papers in SCIE, SSCI, AHCI, WoS, ABDC and Scopus indexed journals in a calendar year. A published/granted patent would be considered equivalent to a publication in Scopus Indexed Journal.
2. Maximum number of published papers in UGC CARE List journals of the calendar year under consideration. UGC CARE List available at UGC website at the time of evaluation of the applications will be considered.
3. First preference will be given to a researcher with publications in SCIE, SSCI, AHCI, WoS and Scopus indexed journal.
4. In case of a tie the researcher with total higher impact factor of the publication will be adjudged as the winner
5. If the tie still, persists, the researcher having higher number of collaborative publications with International and National Universities/Institutes other than Central University of Haryana will be adjudged as the winner.
6. It will be the responsibility of the applicant to submit hard copy of the documents, if asked for, substantiating indexing of journal in SCIE, SSCI AHCI, Scopus, UGC CARE list as well as the impact factors.

III) Best Researcher: Impact (Separately for Science & Engineering and Humanities & Social Sciences)

1. Highest cumulative impact of the papers published in SCIE, SSCI, AHCI, WoS and Scopus indexed journals in a calendar year.
2. In case of a tie, researcher with the highest impact factor of an individual publication from the same calendar year will be adjudged as the winner.
3. If the tie still persists, the researcher having higher number of collaborative publications with International and National Universities/Institutes other than Central University of Haryana will be adjudged as the winner.
4. It will be responsibility of the applicant to submit documents substantiating the indexing of journals in SCIE/AHCI/SSCI/Scopus/WoS as well as the impact factors.
5. As mentioned under definitions, journal impact factor as calculated by Clarivate Analytics will only be considered.

IV) Best Researcher: _h-index_ (Separately for Science & Engineering and Humanities & Social Sciences)

1. 'h' index from Google Scholar would be considered.
2. The teachers applying for the award under this category must have their Google Scholar profiles in public domain and the link to their profiles need to the provided.
3. The h-index of the applicant till the last date of submission of applications will be considered as submitted by the applicants.
4. In case of a tie, the researcher with higher number of papers with citations equal or more than the Central University of Haryana h-index for the year under consideration will be adjudged as the winner. The h-index of the University will be provided by the Director-IQAC for this purpose.
5. It will be the responsibility of the applicant to ensure the inclusion of research publications belonging ONLY to the applicant in the Google Scholar profile. Inclusion of any publications not organically belonging to the applicant would lead to disqualification for being considered for the Award.
6. CUH teacher/researcher having this award will not be considered for next time till 5 years.

V) Best Researcher: Project (Science & Engineering)

1. Highest value of research project(s) awarded by an external funding agency in a calendar year. At least one project with a sanctioned value of Rs. 5.0 lakh or above only would be considered for the Award. In case of multiple projects in a calendar year, the condition of minimum sanctioned value of Rs. 5.0 lakh will not apply to additional projects.
2. In case of a tie, cumulative total amount of the research projects in entire career of the teacher funded by external agencies other than Central University of Haryana would be considered.
3. In case of a research project having Principal Investigator as well as Co-Principal Investigator(s), only the Principal Investigator of the Project would be considered for this award.

VI) Best Researcher: Projects (Humanities and Social Sciences)

1. Highest value of research projects (s) awarded by an external funding agency in calendar year. At least one project with a sanctioned value of Rs. 3.0 lakh or above will be considered for award. In case of multiple projects in a calendar year, the condition of minimum sanctioned value of Rs. 3.0 lakh will not apply to additional projects.

2. In case of a tie, cumulative total amount of the research projects in entire career of the teacher funded by external agencies (other than Central University of Haryana) would be considered.

3. In case of research project heaving Principal Investigator as well as Co-Principal Investigator(s), only the Principal Investigator of the project would be considered for this award.

VII) Best Researcher: Collaboration

1. Maximum number of research collaborations as evidenced by joint publications in SCIE/SSCI/AHCI indexed journals or joint research projects.

2. Weightage criteria for collaborations with other Universities/Institutes would be as under:

Publications	Points
1. Joint with an International University/Institute	10
2. Joint with an Indian University/Institute with NAAC Grade 'A' or higher, or National Labs/Institutes Such as CSIR Labs, IITs, NITs etc.	5
3. Joint with a Indian University/Institute with NAAC Grade below 'A' or no Grade	2
4. Joint with a college with NAAC Grade 'A' or higher	1

Project	Points
1. Joint with an international University/Institute	10
2. Joint with an Indian University/Institute with NAAC Grade 'A' or higher, or National Labs/Institutes Such as CSIR Labs, IITs, NITs etc.	5
3. Joint with a college with NAAC 'A' Grade or higher	1
4. Each collaborating University/Institute/College can be counted for weightage only once irrespective of the number of joint publications/projects.	
5. In case of a tie, the researcher with highest impact factor of a single publication will be adjudged as the winner.	

VIII) Best Researcher: Inventor:

Based on criteria of:

Number of filed patents: **5 marks per patent**

Number of Published patents: **10 marks per patent**

Number of awarded (sealed) patents: **15 marks per patent**

Number of commercialized patents: **20 marks per patent**

IX)   Lifetime Achievement Award

1. Applications for this Award can be submitted up to April 30 of a calendar year by teacher who is going to retire in-between October 01 of the same calendar year and September 30 of the next calendar year. For example, a teacher who is retiring in between October 1, 2022 and September 30, 2023 would have to apply for this Award by April 30, 2022. For teachers retiring in-between the date of notification of this Award and September 30, 2022, they may apply for this Award within 15 days of the date of notification.

2. Head of the Department or Dean of the School(s) or Dean Academic Affairs can also nominate a teacher who is retiring as per the timeframe mentioned above.

3. Emeritus Professor of Central University of Haryana may also be considered for this Award by invitation only for the first time after the notification for this award.

4. The applicant/nominator must submit a detailed CV depicting the journey of the teacher from the beginning of his/her career at Central University of Haryana mentioning his/her contributions towards the growth of Central University of Haryana as well as his/her professional achievements.

5. Applicant must have served Central University of Haryana for minimum period of 10 years.

6. Applicant must not have been handed down any major or minor punishment/penalty by any court of law or by Central University of Haryana.

X)   Notes applicable to all categories of Award:

1. All publications/patents/projects to be considered for the Awards must have Central University of Haryana as Researchers' affiliation in publications/patents/projects.

2. The order of preference of Awards would be as under
   i)   Best Researcher: h-index.
   ii)   Best Researcher: Impact
   iii) Best Researcher: Inventor
   iv)   Best Researcher: Publications
   v)   Best Researcher: Projects
   vi)   Best Researcher: Collaboration

3. A teacher selected for an Award of higher preference [from 2(i) to 2(vi)] would not be considered for a second Award of lower preference in a given calendar year.

4. A teacher receiving 'Best Researcher award in one category can be considered again in the same category in third year only for this Award even if his/her score is the highest in the second year. Same will be the case for the Best Researcher: Collaboration Award.

5. Research Grants of Rs. 50,000/- to Awardee out of Research and Development Funds to be allocated in 2022-23 to be used for infra/equipments and/or contingency.

6. If at any stage, plagiarism (as defined by University Policy/acceptable norms) is detected/found in paper or research project, the Award will be revoked by the University and appropriate action may be initiated against the Awardee.

7. In case of any dispute, representation regarding claims or tie beyond the points mentioned above, the decision of the Standing Committee will be final.

XI) Procedure for applying for Awards (s)

1. The Registrar of the University will invite applications for awards every year in the month of January (preferably via Google form) and the input of the teachers would be sorted out in descending order as per the criteria for each Award.

   Applications/nominations for the Lifetime Achievement Award would be required to be submitted as hard copy only as per the timeframe mentioned for the Award.

XII) Procedure for approval

1. The sorted list for each Award will be considered by a Standing Committee comprising of the following:
   a) Dean, Research
   b) Dean, Academics
   c) Director, IQAC
   d) Nominee of the Hon'ble Vice-Chancellor
   e) One Dean to be nominated by the Hon'ble Vice-Chancellor out of the Deans of Schools from Science & Engineering
   f) One Dean to be nominated by the Hon'ble Vice-Chancellor out of the Deans of the rest of the Schools.

2. The teacher standing first in the sorted list as per the criteria described for each Award would be provisionally selected and would be required to supply, within two days, hard copies of the documents substantiating the claims made by him/her in the Google Form applications. The documents received from the teacher will be considered by the Standing Committee and in case the teacher at second position in the sorted list as per the criteria, the teacher at second position in the sorted list would be recommended by he Committee for supplying a hard copy of the documents substantiating his/her claims. This process may continue till the Standing Committee finds a clear winner in each category without any ambiguity. The recommendations of the Standing Committee will be submitted for consideration and approval of the Hon'ble Vice-Chancellor. The announcement about the Awardees would be made by the Vice-Chancellor or on the approval of the Vice-Chancellor.

   The application (s)/nominations(s) for Lifetime Achievement Award would be placed before the Standing Committee withing a week of the receipt of the application (s) for its recommendations to the Vice-Chancellor.

These Guidelines will be implemented w.e.f. Foundation Day, 2022