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Dated: 23.09.2024

MINUTES OF THE RESEARCH INCENTIVE COMMITTEE (RIC) MEETING

The RIC meeting was held in Room No. A-203, under chairperson Dr. Shalini Kapoor, Associate Dean R&D, on 30th August 2024. The list of all the members has been placed at Annexure I.

Dr. Kapoor welcomed all the members. Dr. Shruti Ahlawat, Member Secretary, highlighted and proposed the key agenda for the meeting.

Agenda Item No. 1 – Consideration of Incentives for Publications, Patents, Reimbursement of Conferences fees and SWAYAM registration/exam fees, etc., for the quarter Jan-March 2024 & April-June 2024.

All the applications received for both Quarters (Jan-March 2024 & April-June 2024) were initially scrutinized to determine whether applications are per the format, including necessary documents. A few applications are pending for the validation, for which applicants are instructed to submit missing documents. The decision on few applications needs further discussion and will be taken in the next RIC meeting.

Based on the discussion, the committee recommended the applications received for incentive as per SGT research promotion policy (RPP). The details are as follows:

S.N	Incentives	Jan-March 2024			April-June 2024		
		Application Received	Approved	Amt (₹)	Application Received	Approved	Amt (₹)
1	Paper Publication	76	69	1415000	115	79	1565000
3	Books	7	7	35000	24	22	110000
2	Book Chapter	13	12	24000	52	42	83334
4	SWAYAM/ NPTEL Course	2	1	1100	1	1	1100
5	Patents	3	3	45000	4	2	30000
6	Award	2	2	10000	-	-	-
7	Extramural	9	9	154947	1	1	10000
Total		112	103	1685047	197	147	1799434
Grand Total					₹3484481		

Agenda Item No. 2 – Consideration of Incentives for Publication/Patent/NPTEL that were not submitted in the previous cycles.

The committee observed that many applications were received from faculty which should have been submitted in the previous cycles. The committee took strong note of the fact that all the faculties were well informed about the same by the R&D office. The committee examined the applications and recommended with the note that **applicants will submit an undertaking declaring that they have not claimed the incentives for the same applications in the past. All such applications will be processed in the same way in the future.** However, it is reiterated that the incentive applications should be submitted in the same quarter in which articles are published.

Agenda Item No. 3 – Consideration of Incentives for Publication that were submitted in the previous cycles, but the authors were not able to provide the missing documents during previous validation.

The committee recommended the release of incentive amounts to such authors after justification for delay in proof submission. The details are as follows:

S.N.	Incentives	Apr-Dec 2023		
		Application Received	Approved	Amount (₹)
1	Paper Publication	09	09	94166
Total		09	09	₹94166

Agenda Item No. 4 – Decision on incentive submitted for Extramural project by Prof (Dr.) Promod Mehta, FAHS.

Application from Prof (Dr.) Promod Mehta (Co-PI) was received for Extramural project (Rapid diagnosis of pulmonary tuberculosis based on detection of mycobacterial antigens within serum/urine samples by Immuno-PCR assays) of 35.87 lakh (of which 16.98 lakh is the share of Co-PI). An amount of Rs 15,19,852 has been deposited in the account of SGT University. As per RPP, incentive of Rs 25,000 against the amount received is to be given to PI and Co-PI in a share of 60% and 40%. But, as the PI of the project (Prof. Sadhna Sharma) is not from SGT University, a discussion was held whether Prof (Dr.) Promod Mehta (Co-PI) will get the 100% or 40% share of the incentive.

Based on the discussion, the committee decided to give the whole incentive amount (100% share of the incentive amount), which is Rs 25,000/- to Prof (Dr.) Promod Mehta. **All such applications will be processed in the same way in the future.**

Agenda Item No. 5 – Decision on incentive applications where the applicant has applied for both as book editor and as the author of book chapters in the same book.

Few incentive applications are received in which the Editor of the book also has chapters in the same book, and the author has applied for incentives for both books as well as book chapters. Based on the discussion, the committee recommended the applications with more incentives amount to be considered as either book editors or authors of book chapters. **All such applications will be processed in the same way in the future.**

Agenda Item No. 6 – Decision on incentive applications of papers published in Journal of Advanced Zoology.

The journal was not found listed in Web of Science (WOS) while checking the incentive applications, but the authors have attached the proof of WOS indexing of the journal during the time of publication. After discussion, the committee has decided to give incentives for such applications after justification regarding the indexing of the journal from the Clarivate Analytics on email. **All such applications will be processed in same way in the future.**

Agenda Item No. 7 – Decision on incentive application of Mukesh Kumar, FABS with incorrect Pin code in affiliation.

The pin code mentioned in the affiliation of Mukesh Kumar is not matching with the pin code of the university. The committee recommended to consider his application after receiving a print copy of the email sent to respective journal for correcting the pin code mentioned in the published article. **All such applications will be processed in same way in the future. It should be ensured there are no errors in the University's name.**

Agenda Item No. 8 – Decision on Quarterly processing of incentive applications.

The committee recommended to process incentive applications Quarterly to avoid delays and fast processing of the applications. The committee suggested to take appropriate steps to ensure the same.

The meeting ended with a vote of thanks to the Chair and all other members.

Shalini Kapoor

Dr. Shalini Kapoor

Chairperson, RIC
DEAN

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