



**JOY UNIVERSITY**

Established vide Tamil Nadu State Pvt. Universities Act 2019



**Raja Nagar, Vadakangulam, Tirunelveli – 627116, Tamil Nadu, India.**

**[www.joyuniversity.edu.in](http://www.joyuniversity.edu.in)**

## **RESEARCH PROMOTION POLICY**



**JANUARY 2026**

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## **1. Research Objectives**

- Increase Research Output
- Enhance Interdisciplinary Research
- Strengthen External Collaborations
- Secure Research Funding
- Promote Student Involvement in Research
- Establish Centers of Excellence
- Enhance Research Infrastructure
- Offer Consultancy

## **2. Research Advisory Council**

The research Advisory Council comprising the following members.

|                             |                  |
|-----------------------------|------------------|
| • The Vice-Chancellor       | Chairperson      |
| • Pro Vice - Chancellor     | Member           |
| • Registrar                 | Member           |
| • Dean Academics            | Member           |
| • Deans of All Schools      | Member           |
| • Internal Expert           | Member           |
| • Assistant Dean (Research) | Member           |
| • Dean Research             | Member Secretary |

### **2.1. Roles and Responsibilities of the Research Advisory Council**

- To provide guidance for sponsored research and industrial consultancy projects.
- To provide guidance for Doctoral and Post-Doctoral Studies
- To create a research culture and to provide a good research environment

that stimulates the students and teachers to do extraordinary research.

- To help the researchers in obtaining research grants from various government agencies and private industries.

### **3. Requirements for the Faculty**

- Apart from their teaching and academic assignments the faculty members are expected to actively participate in creation and assimilation of new knowledge.
- The University does not prescribe the nature of research; however, attention should be given to relevant applied, problem solving and developmental aspects of research.
- The Research projects should fall under the thrust areas defined by the respective schools.
- The Research projects may be undertaken by individual or group of faculty members. Inter-disciplinary research projects are promoted as it provides deeper and holistic understanding of the problem, solutions and interpretations. Inter-disciplinary projects have better chances of funding options as well.
- Researchers are expected to meet approved national and international standards as defined by peer reviewed publications and patents.
- All faculty members are expected to conduct research and publish their findings in SCOPUS / WOS indexed journals.
- All faculty members should seek extramural research funds to support their research initiatives/projects.

#### **4. Research Funding (Seed Money)**

Faculty members on regular position can avail seed money of up to Rs 50,000 to carry out their research project. To avail this, faculty members have to submit the detailed proposal of their research in the prescribed format to the Dean (Research). They may be asked to make a presentation in front of experts. Based on the committee recommendations, project will be sanctioned. Seed grant funds can be used to purchase consumables, testing, data collection.

#### **5. Presenting Papers in International Conferences**

Faculty members are encouraged to present their research papers in the International conferences (refereed) organized by IIIMs / IITs / NITs/ IISc. / Reputed Indian Universities / Top Professional Societies such as IEEE, SAE, etc. Those who have successfully completed probationary term of service and who are confirmed on regular position at the University are eligible to get the registration fee and Travelling Allowance for presenting their research papers. Prior approval is required from the higher authorities to avail this benefit.

#### **6. Consultancy Work**

The following are the consultancy work related guidelines.

- a. All consultancy assignments shall be taken in the name of the University.
- b. When the client organization approaches the University, the Dean - Research in consultation with the Vice-Chancellor will nominate a faculty member or a group of faculty members, to interact with the organization to understand the nature and scope of the proposed consultancy assignment.
- c. A suitable proposal, including financial and technical details, would then be developed by the participating team and forwarded to the Dean - Research, who in consultation with the Vice-Chancellor will send the proposal to the

client organization.

- d. On the receipt of the advance payment, Dean - Research would intimate the project team leader and assign a project number to the assigned project. Once the project number is assigned, Dean (Research) will send one copy to the account's office and one to the project team leader. This project number needs to be cited for all official correspondence between the stakeholders.
- e. Once the project starts, approval requests related to any expenses to be incurred out of the assignment, for which provision exist in the project budget, are to be sent to Dean - Research.
- f. Faculty engaged in consultancy activities are permitted to retain a major portion, i.e., up to 60% of the revenue from such activity.
- g. All the payments will be received in the University's name.

## **7. Sharing of Consultancy Fee**

The consultancy fee will be shared with the University on the following basis:

|                         |                                   |
|-------------------------|-----------------------------------|
| Consultancy fee         | X                                 |
| Expenses                | Y                                 |
| Institutional overheads | 10% of (X-Y)                      |
| Surplus (Net)           | X - Y - (Institutional overheads) |
| Institutional share     | 40% of Net                        |
| Faculty share           | 60% of Net                        |

The final disbursement of the faculty share of fees will be made on receipt of a formal report by the Dean – Research in consultation with the Vice-Chancellor from the project leader that the consultancy work has been completed to the satisfaction of the client and all the money has been received from the client.

In case a consultancy project needs to be terminated before its completion due to an inadequate response from the client organization for a year or more (without the receipt of full consultancy fee) then the allocation of the received consultancy

fee shall be carried out in the same way as explained above.

## **8. Incentives for Research Publications**

Publication of research papers in top quality journals is key criteria for recognizing and rewarding academic research. In order to identify top quality journals, the categorization of journals will be done with an objective of setting standards for the quality of research papers published by the faculty members. The classification will be made into four quartiles: Q1, Q2, Q3, Q4. Faculty members should try to publish in 'Q1 and Q2 journals.

- Research output forms a part of each faculty member's annual performance assessment reviews.
- Each faculty members have to publish at least 2 publications in Q1/Q2 journals indexed by Scopus per year.
- Conditions for Award of Incentive: The article should be published with Joy University affiliation.

The amount of cash award is as follows:

| Research Publications               | 1 <sup>st</sup> Author | 2 <sup>nd</sup> Author | 3 <sup>rd</sup> Author | Other position |       |
|-------------------------------------|------------------------|------------------------|------------------------|----------------|-------|
| Indexed by Scopus or Web of Science | Q1                     | ₹12,000                | ₹9,000                 | ₹6000          | ₹3000 |
| Q2                                  | ₹9,000                 | ₹6000                  | ₹4000                  | ₹2000          |       |
| Q3                                  | ₹6000                  | ₹4000                  | ₹2000                  | ₹1000          |       |
| Q4                                  | ₹4000                  | ₹2000                  | ₹1000                  | ₹500           |       |

## **9. IP Policy**

The general policies include:

- The University will encourage all inventions that can lead to patents and help its related protection by filing the patent application.

- Faculty members should file the patent with the University affiliation.
- 100% patent filing fee will be borne by the University.
- Cash award of Rs.5,000/- will be given per granted patent.
- The financial benefits that may arise from the commercialization of the invention in which the university has an interest will be distributed as follows (after all costs incurred by the university have been deducted)
  - Inventor - 60 %
  - University - 40 %

## **10. Extramural Funding**

University encourages staff to attract research grants from extramural funding agencies. Any researcher fulfilling eligibility criteria of funding agencies is free to apply for external funding. Research proposal is to be routed through Head of the School and Head of the institution and send to the funding agencies after presenting to institutional research committee and getting their approval. University supports the travel expenses for presenting the research proposal before funding agency task force committee meeting anywhere in India. However, for presenting progress report of the sanctioned project the money is to be utilized from travel grant asked from the project. Principal Investigator (PI) of the project is supposed to give the budget for the project in two important headings [a] Non recurring such as Equipment accessories etc. and [b] Recurring which includes Consumables, Manpower, Travel, Contingency and Overhead expenses.

The Equipment and accessories bought from the project is to be retained in the laboratory, School and is to be made available to other researchers as well. It becomes the property of the University after the completion of the project.

Consumables brought from the project are to be utilized for research purpose only to complete the objectives of the project and to carry our planned research work. The left-over consumables are to be shared with another research

in the school / lab.

Manpower (JRF/ SRF/ Project Assistant) asked for the smooth running of the project will be paid fellowship/salary as per norms of the funding agency. However, there is no binding on university to pay the same salary to the JRF/ SRF. Project Assistant recruited by university directly. This will depend on the kind of work, nature of the project and qualifications and experience of the person recruited

As per the norms of funding agencies provision is to be made for overhead charges varying from 10 % to15%. However, it will depend on case-to-case basis or may vary to higher or lower side depending on utilization of infrastructure made available by university. The rate at which the institutional charge shall be levied on the extramural project shall be decided by the Head of the Institution in consultation with the principal Investigator based on the expected usage of the Institution's equipment and other facilities.

Incentives for Extramural Funding:

| Research Project amount sanctioned | Incentive amount               |
|------------------------------------|--------------------------------|
| ≥ 100 Lakhs                        | 2 % of the sanctioned amount   |
| 51 – 100 Lakhs                     | 1.5 % of the sanctioned amount |
| Up to 50 Lakhs                     | 1 % of the sanctioned amount   |

Dissemination of cash incentive.

Amount will be equally divided among all the faculty members associated with the Project. Incentive for Research will be given to only Joy university faculty members.

## **11. Duty Leave**

For the purpose of attending research related conferences, FDPs, and workshops, the faculty can avail duty leave as per HR policy. This should not affect any scheduled teaching assignments at the University. This shall be granted by the Vice Chancellor on merit basis.

## **12. Code of Ethics in Research**

University follows the code of ethics in setting the general principles of ethical conduct in research activities. The code of conduct is in line with the vision and mission of the University.

The faculty / researchers of the University have a commitment to pursue research for the promotion of public interest as well as in national development. University upholds the vision and mission of the institution in abiding with integrity and ethical standards for the and public interest. All the research interests of university will be directed towards the dissemination and transfer of knowledge and enhance reliability and validity for the best interest of society.

All Faculty members, Students and Researchers of University should fulfill the obligations and responsibilities as stated below:

- All researchers of university should ensure quality and consistency in following the ethical guidelines of the national policies.
- All researchers of university should follow the regulations of UGC regarding ethical policies and governance.
- In the case of experiments on animals, due care with humanity should be involved in performing the experiments.
- The ethics pertaining to animals will be strictly under the description of " Breeding of and Experiments on Animals (Control and Supervision) Rules, 1998.
- The research activities should not be "Plagiarized" and the

authors should be given due acknowledgement through citations.

- Confidentiality of the sources needs to be respected and information of the respondents should not be revealed.
- Assurance of the correctness and accuracy of the data has been provided in the research results and discussion and duly published.
- Safety practices should be followed and adhered to in all the research procedures and activities.
- Due Diligence should be maintained in handling the equipment and resources.
- Proper records are to be maintained for the fair distribution of legal ownership of the research as well as the commercialization of its product.
- The waste from the laboratory needs to be disposed appropriately and environmental factors should be considered.

### **13. Research Integrity and Plagiarism Regulations**

University follows the UGC guidelines for research integrity and plagiarism regulations for all activities related to research including the thesis of PhD, PG and UG degrees.