



# Vasavi College of Engineering (AUTONOMOUS)

(Sponsored by VASAVI ACADEMY OF EDUCATION)

(Affiliated to Osmania University & Approved by A.I.C.T.E.)

9-5-81, Ibrahimbagh, HYDERABAD – 500 031 www.vce.ac.in

Proceedings of the Secretary  
Present : Sri M. Krishna Murthy

No.VCE/2019-20/Incentives/2019

Dated : 16.12.2019

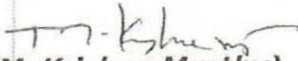
Sub: VCE - Faculty- Incentives to faculty for completing Ph.D. degree, for externally funded research, publications of text books, publishing international journal paper, presenting papers, support for international travel, staff development programmes etc – Policy and Guidelines of the College – Notified – Reg.

## ORDER:

With the objective of giving special thrust to research culture in the College and to promote research and other related academic activities including publications, sponsored projects etc among the faculty, a policy of extending financial support to them for these purposes was evolved and the guidelines formulated. These were placed before the Finance Committee at its meeting held on 14.11.2019. The Finance Committee reviewed and recommended the same to the BoG for its approval.

The Policy and Guidelines as approved by the BoG at its meeting held on 23.11.2019 indicating the nature of incentive, criteria stipulated and quantum of financial support to be extended are circulated for information of all the faculty members. These guidelines will be applicable with immediate effect.

The Management reserves the right to amend/modify/withdraw the policy or any part of the policy at any time without assigning any reasons.

  
(M. Krishna Murthy)  
Secretary

Encl. : As above.

To

The Principal, VCE

Copy to the HoDs for circulation among the faculty members

Copy to the Chief Finance Officer

Copy to file

**POLICY AND GUIDELINES FOR INCENTIVES TO FACULTY**

**1. Incentive for completing Ph.D degree when in service:**

The degree awarding Institution should be a UGC-approved University or an Institution of national standing.

In case the institution is a deemed to be University or a private one, a duly appointed Committee shall certify the credibility of the Institution.

The faculty should have served for a minimum of three years at Vasavi College of Engineering and submitted the thesis within the stipulated time of 5 years from the date of registration.

The cash Incentive will not be applicable to faculty who join with a special stack up sheet which already captures the completion of Ph.D. shortly.

- One-time incentive of Rs.50,000 will be awarded as per above guidelines.
- In addition, faculty pursuing Ph.D. would be supported with academic leave under the provisions of Staff Development Programme (SDP) and as recommended by a duly constituted committee.

**2. Incentive for externally funded research:**

The Institution shall pay the PI an incentive based on the research grant received from external funding agencies (in case of a team, the incentive shall be shared equally among team members).

- One time incentive for the sanctioned grant of:
  - $\leq$  Rs.10.00 lakhs : Rs.25,000
  - $>$ Rs.10.00 lakhs to  $\leq$  Rs.30.00 lakhs : Rs.50,000
  - $>$ Rs.30.00 lakhs to  $\leq$  Rs.50.00 lakhs : Rs.75,000
  - $>$ Rs.50.00 lakhs : Rs.1.00 lakh

**3. Incentive for publications of textbooks in relevant engineering discipline:**

The VCE faculty shall be either first/second author for the textbook published and authorship towards book chapters are not covered.

- Rs. 25,000/- if the text book is published by an international publishers like McGraw Hill, Prentice Hall, Oxford University Press or other internationally reputed publishers.
- Rs. 20,000/- if the text book is published by a national publisher like Tata-McGraw Hill, Prentice Hall of India, MacMillan India, Sage.
- Rs. 10,000/- if the text book is published by Regional / Local publishers.



**4. Incentive for publishing international journal paper:**

- The VCE faculty who publishes a paper shall be a FIRST or corresponding Author for that paper.
- The VCE faculty shall mention College Affiliation and College E-mail ID in the paper.
- In case of multiple authors (VCE) the incentive shall be shared.
  - Rs.15,000/- for each paper published in any of the reputed International Journals which are SCIE/SCI Indexed/Open Access Journals. The list of which will be made available with the respective HoDs of each department. In case the Journal is not as per the list, a designated Committee shall ascertain the international standing of the Journal.
  - Rs.10,000/- for each paper published in any of the reputed International Journals which are Scopus Indexed/with Valid Impact Factor. The list of which will be made available with the respective HoDs of each department. In case the Journal is not as per the list, a designated committee shall ascertain the international standing of the Journal. This incentive is also extended for each paper published in any of the reputed International Journals which are Web of Science/IS Indexed.
  - Cash Award of Rs.5,000/- for each paper published in any of the listed national journals. The list of which is available with the respective HoDs of each department. In case the Journal is not as per the list, a designated committee shall ascertain the standing of the Journal

**Guidelines for claiming incentives for paper publications in National/International Journals:**

- When a publication has multiple authors, the cash award shall be divided equally among the first three authors. Only VCE's authors shall qualify for the award.
- The award shall apply to any number of papers, subject to the condition of Intellectual Property Rights. Plagiarized works, claims on duplicated papers with different titles of the same content in different journals, seminars or dailies and such other irregularities shall attract severe disciplinary action, including recovery of awards made earlier and loss of faculty position at the Institution.
- The author(s) shall make a presentation of the paper in the department before submitting the claim for incentive.
- Appeals, if any, relating to the application of the incentive system, will be addressed by the Research Committee of the Institute.

**5. Incentive for publishing professional/academic/technical articles:**

Faculty shall mention VCE Affiliation in the articles.

- Rs. 3,000/- for International magazine/ Newspaper.
- Rs. 1,500/- for National magazine/Newspaper.



6. **Incentive for presenting a paper at national/international seminars/conferences:**

**Entitlements for Registration & Travel for presenting papers at National & International Seminars/ Conferences**

- For the faculty attending National conferences as a first author, the institute will pay the registration charges (maximum ceiling of Rs. 2000/- per paper), eligible DA and train/air fare applicable as per eligibility criteria, for presenting the paper, in case the organizers are not providing it.
- For the faculty attending International conferences held in India as a first author, the Institution will pay the registration charges etc., (maximum ceiling of Rs. 5000/- per paper), eligible DA and train/air fare applicable as per eligibility criteria, for presenting the paper (in case organizers are not providing it), provided the conference/seminar is hosted by a reputed institution, as determined by a duly constituted Committee headed by the Principal.

**Guidelines for claiming incentives for paper presentations in National or International Seminars/Conferences:**

- When a paper being presented has multiple authors, the right of travel for presentation of the paper will be restricted to the first author; and if the first author so permits, to the second author in lieu of the first. In case of papers with multiple authors, the incentive will be divided equally among the first three.
- Author(s) shall make a presentation of the paper in the Department before submitting the claim for any incentive.

***For the faculty merely participating in international conference, the Institution shall pay travel expenses plus registration fee with a combined ceiling of Rs.5000/- provided the conference/seminar is hosted by a reputed institution, as determined by a duly constituted Committee headed by the Principal.***

7. **Faculty Development Programme (FDP)/Staff Development Programme (SDP)/Orientation Course (OC)/Refresher Course (OC):**

- Members of the faculty are encouraged to participate in Workshops/SDP/FDP, as may be decided by the Institution from time to time.
- Faculty members attending a programme of more than three days duration shall plan their participation in the semester break/summer vacation so that the academic schedule of the students remains undisturbed.
- Faculty pursuing their Ph.D on part-time basis are also encouraged to attend summer training programmes organized by NITs and IITs.
- In general, FDP/SDP/OC/RC sponsored by AICTE/ISTE/DST/HCU/UGC and other institutions where the host institution takes care of significant portion of the training cost shall be given priority and the faculty will be given Academic Leave for the period.
- For the faculty attending FDP/SDP/OC/RC, which are not sponsored by any funding agencies, the Institution will pay the registration charges (maximum ceiling of Rs.2,500), eligible DA and train/air fare as per the eligibility criteria.



**8. Patents:**

All the investigators shall register the patents (process or Products) in the name of the Institution. 50% of processing and registration fee will be reimbursed after filing of the Patent and the balance 50% will be released after publication of the patent in the Gazette. After sealing of the patent, cash incentive ranging from Rs.30,000 to Rs.50,000 depending on the commercialisation of the patent shall be sanctioned. In case the number of investigators in the Patent application is more than one, the incentive may be divided equally.

**9. Support/incentive to the faculty on completion of NPTEL certification course:**

- 100% examination fee reimbursement for those who have passed and secured elite plus gold and having position in the top 2% of the registered candidates in that course and one time incentive of Rs.5,000.
- 75% examination fee reimbursement for those who have passed and secured elite plus Gold among the registered candidates in that course and one time incentive of Rs.2,500.

**10. Support/Incentive to the faculty on completion of MOOCs Certification Courses viz., "Coursera", "edX", "Udemy" etc.,**

50% examination fee reimbursement for those who have completed the course successfully. The faculty should have taken prior approval from HoD/Principal for pursuing courses on these platforms.

**11. Seed money for the establishment of research facility:**


- This initiative aims to support the faculty in the establishment of a small experimental facility in terms of procurement of a standard instrument/software worth upto Rs.1,00,000/- which will be supporting his/her Ph.D. work and also other group of faculty working in that domain.
- This support cannot be extended towards the creation of one-time experimental set-up. In such a case, a matching grant of 50% of requested amount with a maximum ceiling of Rs. 25,000/- can be sanctioned.

**12. Support for international travel:**

- Faculty members will be eligible for travel outside India (50% of travel expenses or a maximum of Rs.25,000) for paper presentation, provided the conference/seminar is hosted by a reputed institution, as determined by a duly constituted Committee headed by the Principal.
- Preferably, such expenses should have been received through DST/AICTE grant.
- When more than one faculty wishes to present a single paper, the travel grant shall remain unchanged (to be divided between/among the faculty) and the registration fee shall be limited to one.

**Note:**

The award of any of the incentives is subject to the final decision of the Management based on the merit of each case and the contribution of the faculty-applicant towards academics, department and the College development as a whole.

  
(M. Krishna Murthy)  
Secretary





# Vasavi College of Engineering

(Autonomous)

Accredited by NAAC with A++ Grade

(Sponsored by Vasavi Academy of Education)

(Affiliated to Osmania University & approved by AICTE)

9-5-81, Ibrahimbagh, Hyderabad 500 031, India, [www.vce.ac.in](http://www.vce.ac.in)

Ref. No. Faculty Incentives/Revised/2022

Dated : 17.08.2022

Sub : Vasavi College of Engineering - Revisions/Amendments in the Faculty Incentive Policy issued vide order No. VCE/2019-20/Incentives/2019 dated 16.12.2019, which are with effect from 05.08.2022.

S.No.	Point/Clause No. in the Incentive Policy	Existing Statement	Modified Statement
1.	<b>Faculty Incentive Policy - Point 4:</b>	<p>The VCE faculty who publishes a paper shall be a FIRST or corresponding Author for that paper.</p> <ul style="list-style-type: none"> <li>Rs.15,000/- for each paper published in any of the reputed <b>International Journals which are SCIE/SCI Indexed/Open Access Journals</b>. The list of which will be made available with the respective HoDs of each department. In case the Journal is not as per the list, a designated Committee shall ascertain the international standing of the Journal.</li> <li>Rs.10,000/- for each paper published in any of the reputed <b>International Journals which are Scopus Indexed/with Valid Impact Factor</b>. The list of which will be made available with the respective HoDs of each department. In case the Journal is not as per the list, a designated committee shall ascertain the international standing of the Journal. This incentive is also extended for each paper published in any of the reputed International Journals which are Web of Science/IS Indexed.</li> <li>Cash Award of Rs.5,000/- for each paper published <b>in any of the listed national journals</b>. The list of which is available with the respective HoDs of each department. In case the Journal is not as per the list, a designated committee shall ascertain the standing of the Journal</li> </ul>	<ul style="list-style-type: none"> <li>The VCE faculty who publishes a paper with the College affiliation shall be <b><u>with any authorship</u></b> for that paper.</li> <li><b><u>Article Processing Charges up to Rs.35,000/-</u></b> for each paper published in any of the reputed International Journals <b>indexed by Scopus/Web of Science (as SCIE/SCI/ESCI/SSCI/AHCI)/UGC-CARE list Group-I Journals</b>.</li> <li>For each paper published in any of the reputed International Journals <b>without Article Processing Charges</b>, an incentive of <b>Rs.25,000/-</b> if the journal is indexed by Web of Science (as SCIE / SCI/ESCI/SSCI/AHCI)/<b>Rs.20,000/-</b> if the Journal is indexed by Scopus/<b>Rs.5,000/-</b> if the journal is listed in UGC-CARE list Group-I.</li> <li><b>"No Article Processing Charge / Incentive"</b> for paper published in any of the National/International journals if <ul style="list-style-type: none"> <li>The journal is NOT listed in UGC CARE List Group I</li> <li>The journal is NOT indexed by Scopus/Web of Science (as SCIE/SCI/ESCI/SSCI/AHCI).</li> </ul> </li> </ul>



S.No.	Point/Clause No. in the Incentive Policy	Existing Statement	Modified Statement
2.	<b>Faculty Incentive Policy - Point 6</b>	<p>➤ For the faculty attending <b>National conferences</b> as a <b>first author</b>, the institute will pay the registration charges (<b>maximum ceiling of Rs. 2000/- per paper</b>), eligible DA and train/air fare applicable as per eligibility criteria, for presenting the paper, in case the organizers are not providing it.</p> <p>➤ For the faculty attending <b>International conferences</b> held in India as a first author, the Institution will pay the registration charges etc., (<b>maximum ceiling of Rs, 5000/- per paper</b>), eligible DA and train/air fare applicable as per eligibility criteria, for presenting the paper (in case organizers are not providing it), provided the conference/seminar is hosted by a reputed institution, as determined by a duly constituted Committee headed by the Principal.</p>	For the faculty presenting papers in <b>National/International conferences</b> held in India <u>with any authorship</u> and <b>if the conference proceedings are indexed by Scopus/Web of Science</b> , the Institution will pay the registration charges etc., ( <b>maximum ceiling of Rs. 5000/- per paper</b> ), eligible DA and train/air fare applicable as per eligibility criteria, for presenting the paper (in case organizers are not providing it), provided the conference/seminar is hosted by a reputed institution, as determined by a duly constituted Committee headed by the Principal.
3.	<b>Faculty Incentive Policy - Point 8</b>	<p><b>Patents:</b></p> <p>➤ All the investigators shall register the patents (process or Products) in the name of the Institution. 50% of processing and registration fee will be reimbursed after filing of the Patent and the balance 50% will be released after publication of the patent in the Gazette. After sealing of the patent, cash incentive ranging from Rs.30,000 to Rs.50,000 depending on the commercialization of the patent shall be sanctioned. In case the number of investigators in the Patent application is more than one, the incentive may be divided equally.</p>	Charges towards publishing of the patents with the college as applicant will be borne by the college up to a maximum of Rs. 20,000/- per patent.
4.	<b>Faculty Incentive Policy - Point 9</b>	<p><b>Support/incentive to the faculty on completion of NPTEL certification course:</b></p> <ul style="list-style-type: none"> <li>▪ <b>100% examination fee</b> reimbursement for those who have passed and secured <b>elite plus gold and having position in the top 2%</b> of the registered candidates in that course and <b>one time incentive of Rs.5,000.</b></li> <li>▪ <b>75% examination fee</b> reimbursement for those who have passed and secured <b>elite plus Gold</b> among the registered candidates in that course <b>and one time incentive of Rs.2,500.</b></li> </ul>	<p><b>Incentive to the faculty on completion of NPTEL certification course:</b></p> <ul style="list-style-type: none"> <li>▪ <b>100 % examination fee</b> reimbursement for those who have passed and secured <b>elite plus gold and having position up to top 5% (topper / top 1% / top2% / top 5%)</b> of the registered candidates in that course and <b>one time incentive of Rs 5,000/-.</b></li> <li>▪ <b>100 % examination fee</b> reimbursement for those who have passed and secured <b>elite plus silver and having position up to top 5% (topper / top 1% / top2% / top 5%)</b> of the registered candidates in that course <b>and one time incentive of Rs 3,000/-.</b></li> <li>▪ <b>100 % examination fee</b> reimbursement for those who have passed and secured <b>elite plus gold</b> among registered candidates in that course.</li> </ul>

S.No.	Point/Clause No. in the Incentive Policy	Existing Statement	Modified Statement
5.	Faculty Incentive Policy - Point 10	Support/Incentive to the faculty on completion of MOOCs Certification Courses viz., "Coursera", "edX", "Udemy" etc., 50% examination fee reimbursement for those who have completed the course successfully. The faculty should have taken prior approval from HoD and Principal for pursuing courses on these platforms.	Incentive to the faculty on completion of MOOCs Certification Courses viz., "Coursera", "edX", "Udemy" etc..  100% examination fee reimbursement for up to a maximum of 5 faculty in each department during a semester who have completed the course successfully. The faculty should have taken prior approval from HoD and Principal for pursuing courses on these platforms.



*Principal*