

Gopal Narayan Singh University, Jamuhar, Sasaram, Rohtas (Bihar)

A State Private University established under the Bihar Private University Act-2013




Coordinator
IQAC (NAAC)
Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

RESEARCH POLICY

INDEX

S.NO	CONTENT	PAGE NO.
1.	SHORT TITLE AND COMMENCEMENT	
2.	ADMINISTRATION	
3.	INTRODUCTION	
	3.1 Scope/ Applicability of the Policy	
	3.2 Policy Statement	
	3.3 Rationale	
	3.4 Research Objectives	
	3.5 Research Management	
4.	Overview: Rights & Responsibilities	
5.	Responsibilities of Researchers	
	5.1 Responsibilities of Faculty to Both Staff and Students	
	5.2 Health and Safety	
	5.3 Consulting by External Academic Staff – Research Personnel	
	5.4 PI's Responsibilities to Sponsors	
	5.5 PI's Responsibility for Research Equipment	
	5.6 Preparation of Proposals and Application for Extensions or Continuation	
	5.7 Utilization Certificates (UCs) and Statement of Salaries under Projects	
6	Application of General Principles & Other Matters	
	6.1 Inception, Technical and Invention Reports	
	6.2 Patents and Copyrights	
	6.3 Application of the General Principles	

RESEARCH POLICY

Coordinator
IQAC (NAAC)
Gopal Narayan Singh University
amuhar, Sasaram, Rohtas (Bihar)
Page | 2

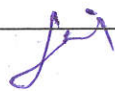
	6.4	Grievance Procedures	
	6.5	The Requirement of Secrecy & Security	
	6.6	Confidentiality Clause	
	6.7	Use of Private Papers, Documents, Diaries or Analogous Materials	
	6.8	Review of General Principles	
7.		Authorship & Related Issues	
8.		Research Misconduct	
9.		Retention of and Access to Research Data	
10.		Human Subjects and Scientific Research	
11.		Women as Subjects in Research	
12.		Animals as Laboratory Subjects	
13.		Environmental Health and Safety	
14.		Degree-Oriented Research	
15.		MoUs for Research Collaborations	
16.		Financial Responsibilities for Sponsored Research	


Coordinator
IQAC (NAAC)
 Gopal Narayan Singh University
 Jamuhar, Sasaram, Rohtas (Bihar)

RESEARCH POLICY

1.	SHORT TITLE AND COMMENCEMENT		
	1.1	This policy may be called RESEARCH POLICY of Gopal Narayan Singh University, Jamuhar, Sasaram, Rohtas (Bihar). The Research Policy document will serve as detailed guidelines and will be useful to all the concern related to the same.	
	1.2	This Policy namely RESEARCH POLICY , Gopal Narayan Singh University shall come into force on the date of their approval from the Board of the Management of the Gopal Narayan Singh University, Jamuhar.	
	1.3	This policy is prepared to ensure the better support to deploy and maintain a world-class research procedures and information resources, and to facilitate the effective use of the learning material in all academic processes.	
	1.4	In the light of the objectives of the University as spelt out in the notification of ACT, steps have been taken to ensure the maximum utilization of the RESEARCH resources in the University.	
2.	ADMINISTRATION		
	2.1	The said policy shall function under overall supervision and administrative control of the Academic Director and monitor by the Registrar of the University.	
	2.2	There will be one in charge for smooth functioning of the said Policy and the day to day's activities related to the same will monitored by the said in charge.	
3.	INTRODUCTION		
	3.1	Scope/ Applicability of the Policy	
		3.1.1	This document on GNSU Research Policy Guidelines will be applicable to all GNSU faculty, staff and students involved in any form of research activity.
	3.2	Policy Statement	
		3.2.1	Gopal Narayan Singh University is committed to be a Research and Innovation Driven University. The aim of GNSU is to see India become a global knowledge superpower through education, research and innovation

RESEARCH POLICY


Coordinator
IQAC (NAAC)
 Gopal Narayan Singh University
 Jamuhar, Sasaram, Rohtas (Bihar)

		3.2.2	To attain this goal, it is absolutely important to pursue cutting-edge basic, targeted, and applied research in all domains/faculty of studies in a transparent, responsible and ethical manner for advancement of knowledge and development of novel processes, technologies and products.
		3.2.3	It is equally important to ensure that the products and outcomes of such research are appropriately disseminated to reach the widest possible audience at both national and global levels.
		3.2.4	This policy provides a set of guidelines for conduct of research at all levels and is applicable to all full-time, part-time as well as contractual employees of the University and all students, whether full-time or part-time, of the University who may be involved in any form of research activity.
	3.3	Rationale	
		3.3.1	In the best traditions of GNSU considers transmission of knowledge and conduct of scholarly inquiry as the central functions of the University that is dedicated to research and innovation. These functions require that the faculty, scholars and students are guaranteed certain degree of freedoms and that they too accept certain obligations and responsibilities, correspondingly.
		3.3.2	At the outset, it could be broadly stated that GNSU policy is to ensure that individuals/scholars are free to select their broad and narrow disciplines, or inter-disciplinary perspectives to narrow down the subject matter of their research, and to seek support from other schools and institutes in GNSU or outside to source for their work. They are free to form their own opinion, theories, explanations, findings in their research report where they draw certain conclusions.
		3.3.3	It is important to emphasize that all research reports and publications arising out of GNSU research Program must carry the correct affiliation ('Gopal Narayan Singh University') in the

RESEARCH POLICY


Coordinator
IQAC (NAAC)
 Gopal Narayan Singh University
 Jamuhar, Sasaram, Rohtas (Bihar)

			credit/address tag lines in the published versions as books, research papers, bookchapters, articles, and on-line or off-line reports.
		3.3.4	However, these findings and conclusions must be open to both internal (through a Research Sub-Committee mechanism) and external scrutiny (by individuals and agencies that assess and evaluate innovations, proposed patents and research). All research reports are also open to criticism as required by the University's Policy on Openness in Research.
		3.3.5	At the same time, University Research Policy is not to allow use of a research or survey methodology or technique that is in violation of professional ethics pertaining to the health, safety, privacy, and other personal rights of human subjects or to the infliction of injury or pain on animals and living organisms.
		3.3.6	As an academic institution of distinction, GNSU offers an environment that is conducive to research in all fields of knowledge cultivation. However, because of limitations on both infrastructure, funding and manpower requirements, the University cannot support all research demands. The GNSU allocates lab, library, design table and drawing and sculpting board spaces and facilities, and other resources such as its own funds to match with that of the funding agencies for research Programs depending on the merits of the research proposals.
		3.3.7	The University does not encourage any speculations or discussions on any kind of platform (including social media) concerning the political or moral impropriety or the uses which might be made of its results of research. The university would provide fora in the form of a ' University Research Committee ' for discussions of this nature if need arises, and if there arise controversies in this respect.


Coordinator
IQAC (NAAC)

RESEARCH POLICY

Gopāl Narayan Singh University
Jamuhar, Sasāram, Rohtas (Bihar)
 Page | 6

		3.3.8	It is also mandatory to ensure that GNSU research platforms are not used to argue against the widely acclaimed research positions or against the national policies of India, or against the universally accepted international laws and provisions.
		3.3.9	The above principles circumscribe the University's role with respect to university- connected research. They are not intended to diminish the individual researcher's personal responsibility to assure that the conduct of research, the sources of funding for the same, and its perceived applications are consistent with the individual researcher's judgment and conscience, and with both established professional ethics and national security and national interest.
		3.3.10	For example, all research involving genetically modified organisms (GMO)/ living modified organisms (LMO) and recombinant DNA (rDNA) materials shall be conducted in compliance with "Rules for the manufacture, use/import/export and storage of hazardous microorganisms/ genetically engineered organisms or cells, 1989" as notified by the Ministry of Environment and Forests (MoEF) Government of India under the Environment (Protection) Act, 1986, Recombinant DNA (rDNA) Safety Guidelines, 1990 and other guidelines issued by DBT from time to time. Such research will be undertaken with the approval and oversight of the statutory. There are similar guidelines issued by the DST (Department of Science & Technology) and/or Ministry of Electronics and Information Technology, Government of India.
	3.4	Research Objectives	
		GNSU also encourages its faculty to serve its research goals through their primary commitment to engaging in teaching, research, industry connect, and other support activities that are consonant with the values of the University. In addition, to further GNSU research and collaboration, it also is appropriate and often desirable for faculty members to participate in both government-funded and private activities beyond this campus by engaging in academic and professional	


Coordinator
IQAC (NAAC)

Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

RESEARCH POLICY

		activities including public service and consulting that may ultimately benefit the GNSU
		GNSU also encourages its faculty to serve its research goals through their primary commitment to engaging in teaching, research, industry connect, and other support activities that are consonant with the values of the University. In addition, to further GNSU research and collaboration, it also is appropriate and often desirable for faculty members to participate in both government-funded and private activities beyond this campus by engaging in academic and professional activities including public service and consulting that may ultimately benefit the GNSU
	3.4.1	Affirm research as an integral activity at the University;
	3.4.2	Maintain and enhance the quality of research undertaken;
	3.4.3	Maximize funding support for research through external and internal sources;
	3.4.4	Create transparent, effective and efficient systems for maximizing research outputs;
	3.4.5	Integrate research activities undertaken by the undergraduate, post-graduate and doctoral students with the research focus of the University in alignment with the national thrust areas; Create, maintain and enhance infrastructure to enable conduct of state-of-the-art research;
	3.4.6	Provide a framework for conduct of research in a transparent, socially responsible and ethical manner;
	3.4.7	Ensure a facilitating environment for conduct of high-quality original research by all individuals affiliated with the University and provide continued and effective support for pursuit of research activities;
	3.4.8	Translate new knowledge, innovations, technologies and tools emerging out of research conducted at GNSU into products and processes for commercialization or for societal benefit;

		3.4.9	Protect Intellectual Property (IP) generated as a result of research conducted at GNSU
		3.4.10	Integrate research activities undertaken by the students with the research focus of the University
		3.4.11	Create a rational, transparent and efficient system for management of all research processes
		3.4.12	Encourage and facilitate research collaborations within different Institutes of the University along with reputed Institutes, Universities and Research Organizations both in India and abroad
		3.4.13	Ensure effective dissemination of research activities and achievements of the University both internally and externally
		3.4.14	Enhance the research profile of the University by effective dissemination of research activities and achievements of the University at all levels to maximize the impact and recognition of research done at Amity at national and international levels
	3.5	Research Management	
		There will be a two-tier management of all research activities at the University. There will be a University Research Committee (URC) that will have an advisory role, and an Executive Standing Committee of the URC for regular monitoring of all research activities.	
		3.5.1	The composition of the URC will be as under:-
			The University Research Committee (PGRC) will be headed by the Dean Academics and will include Twelve (12) leading faculty researchers and administrators from different faculty of the GNSU and Five (5) eminent experts from outside the University. In the absence of the Dean, Academics, the URC meeting will be chaired by the senior-most of the twelve members from the GNSU. The URC will meet at least once a year (ideally, twice a year) to review research progress, offer critical comments and suggest corrective measures to enhance the research activities of the University. The 'Term' of the URC, once constituted, will be for a period of Three (3) years after which the same members may be continued for another term. The


Coordinator
IQAC (NAAC)

Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

RESEARCH POLICY

			members may be replaced in case of non-availability of existing member(s) for any reason. The five external members will be chosen by the Vice-Chancellor, GNSU from a Panel of names as may be suggested by the Pro-Vice-Chancellor & Dean, Academic. The composition of the Executive Standing Committee of the PGRC will be decided by the Pro-Vice-Chancellor, GNSU and Dean, Academics
		3.5.2	Overview: Rights & Responsibilities
			To make recommendations to the academic council on matters related to research promotion and infrastructure.
			A comprehensive mapping of the core and ancillary competencies of individual faculty members would be undertaken by the PGRC along with other soft skills to identify strengths and weaknesses. This will enable identification of research potential maximizing the output from each individual.
			While it is expected that the researchers will generate their funds for undertaking the research activities, the University may also support the research activities. The extent of support will be decided based on the potential of research outcome on peer review. It is expected from the researcher to ensure potential benefits to the University
			PGRC will also facilitate designing of custom-made faculty development Programs in advanced areas to improve upon the skills of GNSU faculty and researchers and help them overcome their weaknesses in order to maximize their contribution to the University.
			There could be Domain Specific Research Sub-Committees too for research with the following composition:- Dean of Faculty/ Domain Head as Chair with 2/3 HoDs by rotation as members, 2/3 Senior Professors as members and 2/3 external experts. Such Sub-

		Committees will also decide on the Long and Short-term Research Strategies in specific areas as well as monitor and review research work.
4	OVERVIEW: RIGHTS & RESPONSIBILITIES	
	4.1	Ideally, there should be no conflict between commitment of faculty and research staff of GNSU to the University and other activities in which faculty and research staff members may engage themselves. It is expected that faculty and Project Investigators (PIs) will conduct their affairs so as to avoid or minimize such conflicts of interest, and should there be any actual, potential or perceived conflicts between one's private beliefs and interests and her/his professional obligations to GNSU, such matters should be properly and promptly revealed by the Faculty, Staff and PIs to the University administration so as to resolve any issues before engaging in research, development and innovation activities
	4.2	GNSU Research Policies should be able to help all faculty and researchers in deciding as to what extent their individual and group activities may conflict with the faculty's primary commitment to teaching, research and other responsibilities in the GNSU; to educate faculty, research staff and Primary Investigators about situations that generate the potential for conflicts of interest or conflicts of commitment; to clarify expectations about disclosing such interests and activities that might result in conflicts; to identify means to manage, reduce or eliminate such conflicts; and finally to promote the best interests of students and others whose work depends on the direction of our faculty and Investigators.
	4.3	The general principle in this matter is fairly simple and straightforward. If a faculty member, research staff or Investigator has a query or a question about whether an activity is permitted under the University Research Policy, the faculty member or Investigator should disclose the potential or appearance of conflict to and seek guidance from his or her department chair or Director of Institute, or Dean of the faculty, or the Office of the Pro- Vice-Chancellor and Dean, Academic Director.

	4.4	Individual Institutes may wish to supplement this policy with policies applicable to their faculty and/or Investigators, because there could be differences in the minute details as per the areas of research. To ensure consistency with the GNSU policies, such Institute/School policies must be approved by the Pro-Vice-Chancellor and Dean, Academic	
	4.5	Faculty members have the right to disseminate the results and findings of their individual or collaborative research without suppression or modification from external sponsors beyond the specific undertakings or provisions that may be written down and agreed upon by the sponsoring agencies, Universities and researchers	
	4.6	The Faculty and Researchers could also engage in external consulting activities, subject to the University's rules, regulations and limitations. A separate section on Consultancy Policy is included in this document to facilitate this activity. But it is important that faculty adhere to both the spirit and the letter of the policy. Along with these freedoms come corresponding responsibilities	
5.	RESPONSIBILITIES OF RESEARCHERS		
	5.1	Responsibilities of Faculty to Both Staff and Students	
		5.1.1	Faculty members must be aware of their obligations to staff and students working as part of the research team. It is particularly important that at least annually, each faculty member should review intellectual and tangible property rights and responsibilities (for management of data in all media, for proper authorship attribution, etc.), with all members of the group under his or her direction, including staff, students, postdocs, and visiting scholars.
		5.1.2	Each member has the right to know who is sponsoring the research and supporting his or her salary or stipend because GNSU believes in academic transparency. The University is committed to demonstrate support and appreciation for its research staff. To that end, faculty members are encouraged to provide staff development opportunities (such as FDPs and

RESEARCH POLICY

			special Training Courses or Workshops) and, if possible, a mentor relationship for those in their research group.
	5.2	Health and safety	
		5.2.1	Each faculty member is responsible for advising and helping members of his or her team in appropriate health, insurance and safety procedures that must be taken to work in a particular area of research, and for management of those procedures in his or her office or laboratory, studio or other workplaces.
		5.2.2	PIs are directly responsible to assure the periodic inspection of lab facilities, take corrective measures – if required, and to cooperate in any inspections by safety personnel or by external agencies. Faculty members also need to ensure that approved research protocols for the use of human and animal subjects in research are obtained and followed.
	5.3	Consulting by External Academic Staff – Research Personnel	
		3.5.1	The members of the academic staff or research personnel may be allowed to engage in outside consulting activities under conditions outlined in the Clauses under Conflict of Commitment and Interest for Academic Staff and Other Teaching Staff.
	5.4	PI's Responsibilities to Sponsors	
		5.4.1	Although the legal agreement funding a sponsored project is between the sponsor or sponsoring/funding agency and the GNSU, the overall responsibility for management of a particular project within funding limitations rests with the PI. Funds must be spent judiciously to remain within the restrictions of the contract or grant.
		5.4.2	If any overdraft should occur, or change of head is needed, it

			is the responsibility of the PI to get it approved both by within the administration and also by the sponsoring agencies
	5.5	PI's Responsibility for Research Equipment	
		5.5.1	The control, upkeep and record-keeping of both GNSU - funded and Government-owned equipment is mandatory under the university rules as well as under the externally funded contracts and grants. PIs are responsible for securing necessary approvals for the purchase of the equipment, proper tagging, and maintaining inventory, utilization of equipment and peripherals, and disposal once the equipment becomes either obsolete or dysfunctional and irreparable or is in excess. The Director, Administration may be contacted to seek advice on how to follow these steps.
	5.6	Preparation of Proposals and Application for Extensions or Continuation	
		5.6.1	The cost of proposal preparation activities in support of new directions in research or for continuation of the projects could be charged to existing or sponsored projects. Department Heads or Institute Directors and Faculty Deans must ensure that some research related funds could be made available to create new proposals. It could perhaps come from the earlier project overheads deducted by the University. The cost of proposal preparation efforts for continuing research is appropriately charged to current projects.
	5.7	Utilization Certificates (UCs) and Statement of Salaries under Projects	
		5.7.1	All funded projects and their costs or accounts must be reviewed and certified by the PI quarterly. It is also the responsibility of each departmental head or Director of Schools/Institutes to see that a system is in place to ensure

RESEARCH POLICY

		that the PIs fulfil this requirement for review and certification. Further, certification of salaries charged to sponsored projects are also to be issued to the staff after ensuring that they correspond to efforts expended on those projects by them.
6.	Application of General Principles & Other Matters	
	6.1	Inception, Technical and Invention Reports
		Principal Investigators are responsible for submitting sponsor-required reports through the Office of Research Management and Accounts Officer on a timely basis. Inception being abeginning of an activity, the Inception Report required of the PI is often a document that must be prepared at the end of the Inception period defining a project's workplan (plan of operations) for the remainder of its duration. It would include stake-holder assessment, human resource plan and communications plan, all of which are essential to completing theinclude the project successfully. The PIs may also be required to submit a Technical Report (also called a Scientific Report) from time to time - that would describe the process, progress, or results of technical or scientific research, including recommendations and conclusions of the research project. Further, purely for patenting purposes, the PIs may have to submit an Invention Report that would form the basis of patent application. Some funding agencies also require a six-monthly or annual Progress Report. The research staffare expected to submit progress reports bi-annually to the PI anyway.
	6.2	Patents and Copyrights
		All participating researchers, including postdocs, students, and visiting scholars, must sign the Patent and Copyright Agreement of the GNSU before the commencement of any research activities.

	6.3	Application of the General Principles	
		In furtherance of these general principles, the decisions concerning shall be made without regard to a person's political, social, or other views not directly related to academic values or to the assumption of academic responsibilities; without regard to the conduct of a person holding an appointment at GNSU in some other capacity, or without regard to an individual's race, ethnic origin, sex, or religion. The authorities will accordingly decide on	
		6.3.1	The search for, and appointment and promotion of, faculty
		6.3.2	The assignment of teaching and other primarily academic responsibilities
		6.3.3	The support and sponsorship of scholarly research
		6.3.4	Any other granting or withholding of benefits or imposition of burdens
	6.4	Grievance Procedures	
		The grievance procedures outlined elsewhere in the University Policy documents will be followed for the research projects as well. The general principle is however very clear: These procedures are designed to assure that decisions by faculty members and administrators comply with the standards of academic freedom granted to all faculty and PIs. These procedures are internal to the University and are aimed at preserving confidentiality and academic integrity while protecting the rights of individual staff. The provisions of engagement in the projects do not create contractual rights subject to review by agencies outside the University. There must be some administrative remedies for faculty or research staff grievances covered by parallel rights established under the laws of the land.	
		6.4.1	The rights herein conferred shall be enforceable only by a person who is directly aggrieved and who holds a faculty or research position; no other person or persons could complain on her/his behalf.

		6.4.2	If any faculty member feels aggrieved by a decision that she or he believes to be in violation of this guidelines and rules, he or she may file a grievance pursuant to the Statement on Faculty Grievance Procedures and its attendant standing rules.
		6.4.3	For grievances brought in whole or in part for alleged violation of the Statement on Academic Freedom, the rules and procedures of the Statement on Faculty Grievance Procedures shall be modified as required. For a grievance not arising out of a negative decision on appointment, reappointment or promotion, the grievance and appeal structure shall rest on the authorities of the University.
	6.5	The Requirement of Secrecy & Security	
		6.5.1	A research project or Programme may, at times, require secrecy for various reasons – either because of governmental/funding body restrictions, or because of patent requirements. If any part of the sponsoring or granting documents that establish the project is not freely publishable, or if there is a reasonable basis for expectation that any documents to be generated in the course of the research project will be subjected by an outside sponsor to restrictions on publication, the funding agency or the sponsor can ascertain whether information he or she is entitled to have treated as confidential would be disclosed by publication or not. If access is required in the course of the project to confidential data, it will be up to the Pro-Vice-Chancellor and Dean, Academics to resolve the issue in consultation with the Dean/Director/Head and the PI.
		6.5.2	Four principles guide the security practices and guidelines for research computing systems: safety, confidentiality, integrity, and availability. Safety is important because it

			defines what imposed security measures are taken to prevent any unauthorized use or any possible cyber-attack by others. Since the speculative and unpolished nature of research systems may result in data breaches more likely, research system safety often involves taking extra measures to reduce, detect, and ameliorate compromises – all of which will be the PI's responsibility. Confidentiality is the property that information is not made available or disclosed to unauthorized individuals, entities, or processes. Insufficiently protecting of confidentiality can jeopardize the work and privacy of others. Integrity means maintaining and assuring the accuracy and completeness of data over its entire life cycle. Research systems and procedures should be chosen or designed to maintain the integrity of the data they store and to detect modification. Availability means that the system and its data can be used and accessed by authorized users when needed.
	6.6	Confidentiality Clause	
		6.6.1	If an external agency – private or governmental, or any outside person or entity/group has made available to the investigator certain confidential information, provision may be made to preserve confidentiality and/or a short delay in the publication of research results during which time the information source may examine the proposed publication in order to assure that the investigator has not disclosed, intentionally or unintentionally, any portion of the confidential information supplied by them.
	6.7	Use of Private Papers, Documents, Diaries or Analogous Materials	
		6.7.1	If, in a research project certain private paper, deeds, documents, daily journals, diaries, e-mails, personal

RESEARCH POLICY

		communications, or blogs and similar materials have been provided to the investigator, provision must be made to preserve the confidentiality of those materials for the purpose of protecting the privacy of the supplier of information or the author, or her/his inheritors.
	6.8	Review of General Principles
		The General Policies shall be reviewed by the University Research Committee annually based on the experiences gained from the projects and Programme undertaken. A proposal to that effect could be made by the PIs or Institute Directors and Deans in one of its meetings. This meeting and others primarily devoted to considering a revision of research policy shall be announced widely to all faculty by e-mail inviting suggestions on specific issues by the staff of the Pro-Vice-Chancellor and Dean, Academic. Changes, if any, arising out of such meetings will be added by notification and in the newer drafts of the University Research Policy documents.
7.	Authorship & Related Issues	
	7.1	In the normal instances, the PI will decide on the sequences of names in any research publication arising out of a project work. The GNSU does not want to impose a university guideline to define "significant intellectual contribution" or impose formal mechanisms for determining authorship. The authorship rights and responsibilities of faculty, staff and students are a matter to be resolved within the group by the PI.
	7.2	It is realised that as times go by, there will be change of patterns of research lab or research group composition. Under a large lab or facility, where there may be a general head or director(s), there may often exist smaller research clusters that may produce exciting ideas, products, research papers, but may pose a problem for the allocation of credit and responsibility. In some disciplines it is quite customary for

		graduate students to publish their own research results by themselves, even when their work involves fairly close supervision by a faculty member - and in others, the professor's name goes on virtually every paper produced in the laboratory.
	7.3	At times, increased administrative burdens on the designated principal investigators may also contribute to decreasing time available for active participation in research. In such cases, the PIs, Heads, Directors or Deans are expected to decide on allocation of credit in an ethical manner so as not to make it complex. It is realised that the customs prevailing in different fields may show differences in this respect
	7.4	It is not necessary that for each such publication all members of a research lab or research group will be given credit. But giving credit where it is due should be done, even if it is a small point or a personal communication, in which case 'Colophon' or a Footnote/Endnote would suffice. A number of questions about authorship and intellectual "ownership" of the research paper draft may arise as to what level of contribution by different parties to a research enterprise has been which could qualify them for (co) authorship of the final product. What the norm would be for independent or first publication or to the use of data in another publication or project are also important questions. It is also understood that initial assumptions may well change as the course of research progresses. Even at its beginning, it is often difficult to trace the source of the ideas and insights from which a research project originates; it is hard to say what was identifiably generated by one individual and what was "in the air" in the intellectual domain. By the time a project is over, the original conception or the germinal idea may not be central any more. The more interactive the process, the less we can retrospectively divide the work into parts corresponding to particular roles or contribution
	7.5	In cases where complaints and disagreements arise between students (postdoctoral, graduate, and undergraduate) and their faculty over credit for work to which both may have contributed, the Deans and Directors concerned may decide at their level. In doubt or dispute, the University Research Committee could provide guidance with respect to credit for scholarly work where several research staff and faculty are

		involved with or under a PI. This is only when it becomes difficult to determine responsibility of authorship
	7.6	The heterogeneity of custom that varies from one discipline to another may sometimes makes it very difficult to decide, in disagreements like the one between S and P, whether we are dealing with professional misconduct (the wrongful appropriation of another's intellectual product) or whether we are in a domain of ethical judgments about the proper allocation of credit between joint researchers - judgments so close that they should be resolved by personal values, etiquette, and generosity, rather than by a faculty disciplinary process. Another aspect of the issue is as to who may publish first, who must consent, what connections with the work need be acknowledged and how - is associated particularly with review articles, books (or chapters of books), or symposium contributions, especially "state of the discipline" pieces. Opportunities to produce more comprehensive works of this kind come mainly to senior scholars. In describing the significant developments in one's field, there is a natural tendency to include work done by oneself and one's students and junior associates. In the usual case, the scope of the topic is broad enough so that including all associates as co-authors is impractical. Where the piece deals with data or results of others that are already published as a paper or dissertation, or have been accepted for publication, employing them with appropriate citation is obviously proper. If the material is yet unpublished but will be issued as a joint work, I think it is generally accepted that any of its prospective co-authors may refer to it, even at length, in a separate work of sole authorship - provided that its joint origin is prominently acknowledged and provided that the opportunity for regular scholarly publication is not pre-empted
	7.8	It must also be pointed out that there is a tight coupling between authorship and responsibility. If the name of a faculty member has been included on a paper resulting from the relatively independent experiments done by a student or fellow, any error in the data or wrong methodology of data collection or accessing would also be the responsibility of the concerned faculty
	7.9	Lastly, multi-investigator research teams differ significantly from the individual faculty/graduate student research teams, and it may also be the case that at times, there is no single person who understands the entire gamut of a given research. The general principle for scholarly

		manuscripts emanating from multi-investigator research is as follows: First, the Principal investigators and senior faculty have special responsibilities to assure the overall cohesiveness and validity of the concerned draft publication. Secondly, all authors in a group effort have a shared responsibility for the published result and should have the opportunity to review all sample preparation procedures and data, as well as all data acquisition and analysis procedures. Thirdly, each author in a group should have access to the manuscript prior to its being submitted for publication, and should agree to his or her inclusion as a coauthor. All the participants in the Programme should know that the paper is being prepared for publication
8.	RESEARCH MISCONDUCT	
	8.1	The provisions under this heading – namely, ‘Research Misconduct’ deals with the procedures to be followed in the event of Allegations, Counter-Allegations, Investigations, and Reporting of any actual or perceived misconduct, for which the required notifications to the funding agencies may also have to be sent. There is no doubt that each member of the University, whether faculty or administrator or research staff, or technical personnel and students, has a responsibility to foster an academic environment conducive to free and fair research. Therefore, research misconduct can be extremely troubling – even if it is raised infrequently
	8.2	GNSU definition of research misconduct, and procedures for investigating and reporting allegations of misconduct, will conform to the regulations of the governmental and other funding agencies which may have some elaborate policies on this subject. These will be applicable to the research proposed as well as to the research conducted or reported at. "Research misconduct" is defined as fabrication (making up data or results, and recording or reporting them), falsification (manipulating research materials, equipment, or processes, or changing or omitting data or results such that the research is not accurately represented), or plagiarism (appropriation of another person's ideas, processes, results, or words without giving appropriate credit) in proposing, performing, or reviewing research, or in reporting research results
	8.3	If the misconduct is committed intentionally, or knowingly, and if the allegation is proven by the University Research Committee or any of its

RESEARCH POLICY

		sub-committees set up to look into such allegations, even instances of failure to supervise adequately, and other lapses from professional conduct or neglect of academic duties could come under its purview. Findings (with respect to research misconduct) of serious academic deficiencies are to be addressed by the concerned Dean, or by the Director, initiating the relevant disciplinary processes, as may be deemed appropriate. A proper inquiry should be held based on preliminary information- gathered and preliminary fact-finding to ascertain the merit of the case
	8.4	The outcome of an inquiry is a determination as to whether or not an investigation is to be conducted. Where a formal investigation is warranted, it will be guided by the CCS procedure of the Government of India's Service Manual. The Dean shall inform the funding source(s), see that the proper charge-sheets are issued, obtain preliminary replies, and conduct such inquiries or investigations having taken all reasonable and practical steps to obtain custody of the research records and/or evidence needed to conduct the misconduct proceeding, inventory the records and evidence, and requisition them in an appropriate manner. Before the inquiry begins, the Charged Individual (hereafter "the respondent") shall be informed of the allegations, and be invited to comment on them. Finally, the respondent shall also be provided with a copy of the draft report of the inquiry, and be given an opportunity to comment on the findings for the consideration of those conducting the inquiry. In so doing, best efforts shall be made (where feasible) to protect the confidence of the individual(s) who brought forward the complaint (hereafter "the complainant(s)"). The relevant individuals, including the complainant(s) should be interviewed in the presence of the charged individual by a committee
	8.5	Based on the final report consisting of recommendation as to whether or not a full investigation is warranted, is to be submitted by the school dean to the Pro-Vice-Chancellor and Dean, Academic within 60 days of receipt of the allegations. The Faculty/School Deans are advised to review current regulations and requirements, and to consult with the Pro-VC's office who would decide how and when the funding agencies should be involved. The funding agencies will be notified of the outcome of an inquiry involving funds from their agency only if that outcome includes the recommendation to conduct a full investigation

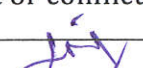

Coordinator,
IQAC (NAAC)

Gopal Narayan Singh University,
Jamuahar, Sasaram, Rohtas (Bihar)

RESEARCH POLICY

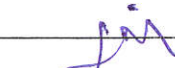
	8.6	The funding agencies must be apprised of an interim report until the final report is ready. They may be sent a Special Emergency Notifications, in case it is seen that an immediate health hazard will break out otherwise, or if it is required to protect Governmental or University funds or equipment, or for the sake of integrity of the research, or if there is a suspicion that there may be a possible criminal activity
9.	RETENTION OF AND ACCESS TO RESEARCH DATA	
	9.1	It will be ensured by the Deans and the PIs that research data is appropriately recorded, archived for a reasonable period of time, and available for review under the appropriate circumstances as may be decided by the URC. This is because accurate and appropriate records are an essential component of any research project
	9.2	Both the University and the PI have responsibilities and rights concerning access to, use of, and maintenance of original research data, except where precluded by the specific terms of sponsorship or other agreements, tangible research property, including the scientific data and other records of research conducted under the auspices of GNSU belongs to this University
	9.3	The PI is responsible for the maintenance and retention of research data that may be necessary for the reconstruction and evaluation of reported results of research and the events and processes leading to those results. It is the responsibility of the PI to determine what needs to be retained under this policy
	9.4	For all projects, the PIs should adopt an orderly system of data organization and should communicate the chosen system to all members of a research group and to the appropriate administrative personnel as a matter of research protocol
	9.5	Research data must be archived for a minimum of three years after the final project close-out, with original data retained wherever possible at least in the Cloud Servers. In addition, Data may have to be kept for as long as may be necessary to protect any intellectual property resulting from the work
	9.6	To avoid any possible allegations of scientific misconduct or conflict of

RESEARCH POLICY


Coordinator
IQAC (NAAC)
 Gopal Narayan Singh University
 Jemuhar, Sasaram, Rohtas (Bihar)

		interest, data must be retained until such issues are fully resolved
	9.7	Wherever students are involved, data must be retained at least until the degree is awarded or until it is clear that the students have abandoned the work. Beyond this usual period of retention as specified, the destruction of the research record is at the discretion of the PI and his or her department or laboratory
	9.8	Wherever research is funded by an agency outside the GNSU which may have or which impose certain specific provision(s) regarding ownership, retention of and access to technical data, the provision(s) of that agreement will supersede this policy. Otherwise, the scientific record for projects conducted at the GNSU and/or with University resources are its own resource. Chief Technology Officer - Research Computing
	9.9	Wherever or whenever necessary, the Pro-Vice-Chancellor and Dean, Academics may direct the PI to assure needed and appropriate access to the data to other faculty members for advanced research
	9.10	Further, when individuals involved in research projects at GNSU join other universities or institutions, they may be allowed by the PI/Deans concerned to take copies of research data for projects on which they have worked but not necessarily all data or associated records. All such requests have to be approved by the Pro-Vice- Chancellor and Dean, Academics
	9.11	If a PI leaves GNSU , and a project is to be moved to another institution as per the agreement with the funding agency, ownership of the data may be transferred with the approval of the Pro-Vice-Chancellor and Dean Academics, based on a written request from an agreement with the PI's new institution that would guarantee acceptance of custody of the data so transferred, and grant access to other GNSU faculty in future to the same
10.	HUMAN SUBJECTS AND SCIENTIFIC RESEARCH	
	10.1	This section elaborates on the policy to give comprehensive information about the organization and focus of the human subject-based research protection Programs at the GNSU. In these matters, the PIs and the University has to comply with the applicable laws of the land. All members of the GNSU who may like to be involved in any

		research – in sciences or social science/humanities involving human subjects must be knowledgeable about these laws and their requirements. The primary responsibility in this respect lies with the PI so that there is an institutional system to protect human subjects
	10.2	The URC or the Executive Committee of the URC should perform prospective and continuing review of each research protocol involving human subjects, including an evaluation of its risks and benefits to the human subjects. They must also check on the informed consent document, particularly as to its description of the risks and benefits as well as consider any unanticipated problems, possible non-compliance, and other information and incidents that might affect this research protocol. From time to time, the concerned Deans should also organize training for all investigators, research staff, students in the laws and provisions of use of human subjects in research
	10.3	Anyone who knows that, or has reason to believe that human research is being conducted in an unethical manner or not in compliance with the laws must report the matter promptly to the Dean Academics of GNSU. Where appropriate, sanctions will be considered and imposed. Non-compliance, protocol deviations, and violations are dealt with by the URC and University administration strictly. These may, in extreme cases, result in administrative, civil, or criminal penalties against the concerned individuals and the organizations, including termination of employment, contract, or other relationships
	10.4	There are number of laws governing clinical research in India. These include the following, and GNSU would like all PIs to adhere to these laws and regulations
	10.4.1	Drugs and Cosmetics Act - 1940
	10.4.2	Medical Council of India Act - 1956 (amended in 2002)
	10.4.3	Central Council for Indian Medicine Act - 1970
	10.4.5	Guidelines for Exchange of Biological Material (MOH order, 1997)
	10.4.6	The Biomedical Research on Human Subjects (regulation, control and safeguards) Bill - 2005
11.	WOMEN AS SUBJECTS IN RESEARCH	


Coordinator
IQAC (NAAC)

Gopal Narayan Singh University
 muhar, Sasaram, Rohtas (Bihar)

RESEARCH POLICY

	11.1	Historically, there have been concerns about the participation of women with child- bearing potential in research trials due to potential risks of fetal harm should a woman become pregnant. Such apprehension has resulted in guidelines created by different wings of the Government of India dealing with Women and Child Welfare Ministry as well as by the National Women's Commission
	11.2	Over the past decade, questions have been raised by professional, consumer, and governmental groups about whether clinical treatments are adequately tested in various populations that are the recipients of such therapies. In terms of drug development, there are now WHO-verified information available pertaining to the safety and effectiveness of drugs for women and subpopulations such as the elderly and diverse racial groups. It detailed procedures to minimize the risks of pregnancy in women participants such as contraceptive counseling, pregnancy tests, timing of short-term studies in relation to the menstrual cycle, and the process of informed consent. It also calls for gender analyses with special attention to factors affecting pharmacokinetics, e.g. the role of the menstrual cycle and exogenous hormone therapy in relation to the drug, as well as the influence of the drug on oral contraceptives
	11.3	It is expected that experimental subjects will be informed about potential risks to their fertility including the development of any abnormalities or abnormalities in function of reproductive organs as a consequence of the proposed study
	11.4	The inclusion of women in behavioral research studies is also important and must be accomplished unless there is a compelling rationale which establishes that inclusion is inappropriate with respect to the health of the subjects or the purpose of the research
	11.5	The general policy in this respect would be as follows: "No pregnant woman may be involved as a subject in a human clinical research project unless (1) the purpose of the research is to meet the health needs of the mother and the fetus will be placed at risk only to the minimum extent necessary to meet such needs, or (2) the risk to the fetus is minimal. {Research involving the use of pregnant women as subjects} may be conducted only if the mother and father are legally competent and have given their informed consent after having been fully informed regarding possible impact on the fetus, except that the

		father's informed consent need not be secured if (1) the purpose of the research is to meet the health needs of the mother; (2) his identity or whereabouts cannot reasonably be ascertained; (3) he is not reasonably available; or (4) the pregnancy resulted from rape
	11.6	In order to make clinical data and reports available to all, an online clinical registry has been initiated by the Indian Council of Medical Research (ICMR) for the registration of any interventional trial to ensure the following goals: • Transparency and accountability of clinical research • Internal validity of clinical trials • To oversee the ethical conduct of clinical trials • Reporting of results of clinical trials
	11.7	The clinical trial registry of India (CTRI) is the online registry of prospective clinical trials in India. This is the initiative started by the National Institute of Medical Statistics (NIMS) of the Indian Council of Medical Research and is supported by the Department of Science and Technology (DST) and the World Health Organization (WHO)
	11.8	CTRI will create a database of prospective clinical trials in India after their registration. The data and reports of these clinical trials and their status will be available to the public and professionals free of cost after formal registration on their website. Currently, the registration of clinical trials is only voluntary and not mandatory but AUH would like to encourage all PIs to follow the WHO norm
	11.9	Pilot Studies and such other Cultural and Sociological Studies such as Oral History data gathering may not undergo such strict compliances but because it is not generally thought to be a systematic investigation designed to contribute to generalizable knowledge beyond the individual being interviewed. However, when using oral history as a technique in human subject research it may require consents and following certain ethical principles
12.	ANIMALS AS LABORATORY SUBJECTS	
	12.1	Animals are frequently used in both exploratory/curiosity-based studies and in serious academic research, especially in drug testing and

RESEARCH POLICY

		for commercial products, although in general, using animals in such experiments is both unethical and unnecessary
	12.2	In 2003, the Pharmacy Council of India (PCI) issued a directive to all pharmacy schools in India to use CAL software in place of classroom animal experiments. Further, in 2011, the University Grants Commission issued guidelines to phase out dissection of and experimentation on live animals in zoology and life science courses
	12.3	The Ministry of Environment and Forests, Government of India has also come up with "The Prevention of Cruelty to Animals Act, 1960." Animals in laboratories endure lives of deprivation, isolation, stress, trauma and depression even before they are enrolled in any sort of protocol which GNSU considers to be wholly undesirable
13.	ENVIRONMENTAL HEALTH AND SAFETY	
	13.1	"Export" here means to send or take controlled tangible items, software, or information out of the country in any manner including in hand luggage, to transfer ownership or control of controlled tangible items, software or information to a foreign person, or to disclose information about controlled items, software or information to a foreign government or foreign person. Such tangible item, software or information being sent or taken out are referred to as Export
	13.2	Under this would come "Re-export" too, which will mean an actual shipment or transmission of controlled tangible items, software or information from one foreign country to another foreign country. Also, technically, "Deemed export" is a term used to describe the situation where a foreign national on our campus may be exposed to, or have access in any manner to, an export-controlled item or export-controlled software or information. This is because sharing confidential technical information or software source code with foreign nationals wherever located may not be encouraged
	13.3	Our primary concern at the GNSU are transactions involving proprietary or confidential export-controlled information provided to GNSU Researchers or Research group by third parties, such as corporate vendors, subcontractors, or government collaborators. These may generate disclosure restrictions that may only be acceptable if they fall within narrow exceptions provided by the Openness in Research Policy and qualify for treatment under an exemption or license

		exception (EAR) in the Indian export control regulations
	13.4	In the case of international shipments of tangible items, or the export or deemed export of 3rd party export-controlled software code or information to foreign countries or their nationals, GNSU and the concerned PI has the responsibility to either to obtain an export license, and show that an exception to export licensing requirements applies in the given case
14.	DEGREE-ORIENTED RESEARCH	
	A separate Doctoral Research Policy exists which includes Pre-Doctoral and/or M.Phil Research as well as Post-Doctoral research policies.	
15.	MOUS FOR RESEARCH COLLABORATIONS	
	A separate Policy Document exists that would cover such MoMs or MoUs which GNSU enters into for collaborative research Programme.	
16.	FINANCIAL RESPONSIBILITIES FOR SPONSORED RESEARCH	
	All PIs should be well-versed in the GFR (General Financial Rules) of the Government of India offices and the standard financial practices including accounting procedures based on which they would be required to deal with the Finance & Accounts Office of GNSU to conduct research work. Wherever exceptions are required, specific approval on file/-e-mail must be obtained from the University administration.	


Coordinator
IQAC (NAAC)
 Gopal Narayan Singh University
 Jemuhar, Sasaram, Rohtas (Bihar)

GOPAL NARAYAN SINGH UNIVERSITY, JAMUHAR, SASARAM, ROHTAS (BIHAR)

A State Private University established under the Bihar Private University Act-2013



**Coordinator
IQAC (NAAC)**

Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

INCENTIVE POLICY

POLICY ON INCENTIVES

S. NO.	CONTENT	PAGE NO.
1.	SHORT TITLE AND COMMENCEMENT	
2.	ADMINISTRATION	
3.	INTRODUCTION	
4.	SCOPE	
5.	INCENTIVES FOR EXTERNAL FUNDED RESEARCH PROJECTS	
6.	INCENTIVES FOR PATENTS PUBLISHED AND GRANTED (NATIONAL AND INTERNATIONAL)	
7.	INCENTIVES FOR JOURNAL PUBLICATION	
8.	INCENTIVE DISTRIBUTION CRITERIA FOR THE PUBLICATIONS/PATENTS	
9	AMMENDMENTS	

LM

INCENTIVE POLICY

1.	SHORT TITLE AND COMMENCEMENT	
	1.1	This policy may be called INCENTIVE POLICY of Gopal Narayan Singh University, Jamuhar, Sasaram, Rohtas (Bihar). The INCENTIVE Policy document will serve as detailed guidelines and will be useful to all the concern related to the same.
	1.2	This Policy namely INCENTIVE POLICY , Gopal Narayan Singh University shall come into force on the date of their approval from the Board of the Management of the Gopal Narayan Singh University, Jamuhar.
	1.3	This policy is prepared to ensure the better support to deploy and maintain a world-class INCENTIVE and information resources, and to facilitate the effective use of the incentives.
	1.4	In the light of the objectives of the University as spelt out in the notification of ACT, steps have been taken to ensure the maximum utilization of the INCENTIVE policy in the University.
2.	ADMINISTRATION	
	2.1	The said policy shall function under overall supervision and administrative control of the Academic Director and monitor by the Registrar of the University.
	2.2	There will be one in charge for smooth functioning of the said Policy and the day to day's activities related to the same will monitored by the said in charge.
3.	INTRODUCTION	
	3.1	Gopal Narayan Singh University has taken various initiatives over the years to mobilize the available knowledge resources for an outcome-based education, research, innovation and social empowerment.
	3.2	In order to motivate the faculty members for their consistent deliverables and outstanding accomplishments, a policy on INCENTIVES (MONETARY AND NON MONETARY BENEFITS) for research projects, publications, patents, books, book chapters, E-content, state/national/international recognition/ awards and financial support to attend professional development programs like conferences, seminars, workshops, short term training programs etc., and acquisition of professional memberships is formulated and is implemented with effect from 2017-18.

INCENTIVE POLICY


Coordinator
IQAC (NAAC)
 Gopal Narayan Singh University
 Jamuhar, Sasaram, Rohtas (Bihar)

4.	SCOPE	
	4.1	To motivate our faculty members to concentrate on research related activities, in addition to the teaching, so as to publish research articles in reputed refereed international and national journals with impact factor.
	4.2	To pursue efforts to write books, monographs for publication by International and National publishers of repute.
	4.3	To evince interest among the members of faculty so that they take efforts to publish collaborative research papers with their counterparts in reputed Institutions / Universities / Laboratories.
	4.4	To encourage our faculty members to submit proposals and secure funded research projects from various funding agencies in India and Abroad with translational outcomes having social impact.
	4.5	To encourage creativity in the minds of faculty members, so that they make original contributions by way of products, concepts etc. and obtain patents, thereby in calculating a healthy environment for promoting interdisciplinary research.
	4.6	To inspire our faculty members to develop E-content and join government initiatives in addressing the needs of Higher Education
	4.7	To motivate our faculty members to receive State, National and International awards / recognitions.
	4.8	To encourage our members to attend faculty and professional development programs like conferences, seminars, workshops, short term training programs etc., organized by other institutes, AICTE, UGC and other governmental and private bodies including acquisition of professional memberships.
	4.9	To encourage researchers to apply for membership/fellowship to Societies of National and International Repute.
5.	INCENTIVES FOR EXTERNAL FUNDED RESEARCH PROJECTS	
	5.1	In order to encourage the faculty members, 2% of the research grant credited in GNSU account during the financial year under consideration will be given as incentive. The incentive amount will be released upon the submission /

INCENTIVE POLICY

		certification of UC. This is not applicable to Ramalinga swamy and Ramanujan Re-entry fellowships / NPDF, DST-INSPIRE, DBT-BET students and faculty and other similar Fellowships and Research Associate awards.		
	5.2	Incentive distribution for projects:		
		Incentive Distribution in %		Total Incentive in %
		PI	CO- PIs	
		70	30	
				100
6.	INCENTIVES FOR PATENTS PUBLISHED AND GRANTED (NATIONAL AND INTERNATIONAL)			
	6.1	In order to motivate our faculty members to file more patents, incentives are given for patent published and granted. This is in addition to the expenses that the University is bearing for patent filing.		
	6.2	For each patent published, an incentive of Rs.3,000/- and for each patent granted, an incentive of Rs.5,000/- will be given to the faculty members as a token of appreciation and encouragement.		
7.	INCENTIVES FOR JOURNAL PUBLICATION			
	7.1	Incentives are fixed high for the research articles published in SCI indexed journals. This is in order to motivate the faculty members to publish their research articles in SCI indexed journal and in Scopus indexed journals		
	7.2	Sl. No.	Journal Metric Range (MR)*	JOURNAL METRIC
				IF
				Incentive (Rs.)
				JOURNAL METRIC
		1.	MR<0.30	5000
		2.	0.30 < MR < 0.50	6000
		3.	0.50 < MR < 1.00	7000
		4.	1.00< MR < 2.00	8000
		5.	2.00< MR < 3.00	10000
		6.	3.00< MR < 5.00	20000
		7.	5.00 < MR < 8.00	30000
				4000
				5000
				6000
				7000
				9000
				15000
				20000



Coordinator
IQAC (NAAC)

Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

INCENTIVE POLICY

8.	8.00 < MR < 10.0	50000	30000
9.	10.00 < MR < 20.00	100000	50000
10.	MR>20.00	300000	100000
*Journal metric range (MR) for which the incentive is on higher side would be considered			

8.

INCENTIVE DISTRIBUTION CRITERIA FOR THE PUBLICATIONS/PATENTS

S. No	Author (faculty) pattern and contribution	Incentive Distribution in %			Total Incentive in
		First Author	Corresponding Author	Other Authors	
1	Publication/patent with only one GNSU author	100	Not from GNSU	Not from GNSU	100
2	Publication/patent with one or more GNSU corresponding authors	Not from GNSU	100 / Number of corresponding authors from GNSU	Not from GNSU	100
3	Publication/patent with one or more GNSU authors	Not from GNSU	Not from GNSU	25 / Number of authors from GNSU	25
4	Publication/patent with only two GNSU authors	50	50	Not from GNSU	100
5	Publication/patent with more than two authors from GNSU with two or more GNSU corresponding authors	30 GNSU	70 / Number of corresponding authors from GNSU	Not from	100
6	Publication/patent with more than two authors from GNSU	40	40	20/Number of remaining authors from GNSU	100
7.	Publication/patent with more than two authors from GNSU with two or more GNSU corresponding authors	30	60 / Number of corresponding authors from GNSU	10 / Number of remaining authors from GNSU	100

INCENTIVE POLICY

9.	Further amendments will be done according to the decisions of the board members of the GNSU.
----	--


Coordinator
IQAC (NAAC)
Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

INCENTIVE POLICY

GOPAL NARAYAN SINGH UNIVERSITY, JAMUHAR, SASARAM, ROHTAS (BIHAR)

A State Private University established under the Bihar Private University Act-2013



MEMBERS OF THE DRAFT COMMITTEE		
S.No.	Name & Designation	Signature


Coordinator
IQAC (NAAC)
Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

SEED MONEY POLICY GNSU

Policy for SEED Money

Introduction

Gopal Narayan Singh University, Jamuhar (GNSU) is committed to promoting a research-driven academic environment by providing financial support to faculty members to initiate innovative research projects. The Seed Money Policy is designed to help faculty members conduct preliminary research with the potential to attract external funding from national and international research agencies.

Objectives

- To encourage faculty to engage in innovative and impactful research.
- To provide financial assistance for the initiation of research that could later be expanded through external funding.
- To strengthen the university's research ecosystem and enhance its academic and industry reputation.
- To foster interdisciplinary research, promote product development, and encourage innovation.

Eligibility Criteria

- Full-time faculty members of GNSU are eligible to apply.
- Faculty members must not have received seed funding for a similar project in the last three years.
- Collaborative research projects, particularly those involving multiple disciplines, are encouraged.
- Preference will be given to faculty with a strong research track record and those planning to seek external funding within two years of receiving seed money.

Application Procedure

- Faculty members must submit a Seed Money Research Proposal in the prescribed format. The proposal should include:
 - Research objectives
 - Literature review and identified gaps
 - Methodology
 - Expected outcomes
 - Budget estimate and expenditure plan
 - Future funding plans
- Proposals should be submitted to the Research Advisory Committee (RAC) for review.
- The RAC will evaluate proposals based on relevance, feasibility, and impact potential.
- Final approval will be granted by the President, following the RAC's recommendation.

Funding Limit and Duration

- The maximum seed money grant per project is INR 2 Lakhs.
- The grant is provided for 12 months, with the possibility of a 6-month extension in exceptional cases.
- Additional funding may be granted based on merit and available resources.
- Faculty members must submit quarterly progress reports on the research project.

Coordinator
IQAC (NAAC)

SEED MONEY POLICY GNSU

Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

Utilization of Funds

Seed money may be utilized for the following purposes:

- Purchase of research materials, minor equipment, and consumables.
- Software and data acquisition necessary for the research.
- Field visits, data collection, and analysis.
- Publication charges for research articles in peer-reviewed journals.
- Limited travel support for research-related activities (excluding conferences and workshops).
- Funds cannot be used for the purchase of tangible assets like PCs, laptops, printers, or furniture.

Monitoring and Evaluation

- The Principal Investigator (PI) must submit quarterly progress reports to the RAC.
- A mid-term review will be conducted by the RAC to assess the progress of the research.
- If the project is not progressing as expected, funding may be withheld or discontinued.
- Upon completion, a final report, including research findings, must be submitted to the RAC.
- Faculty members are encouraged to publish research results in high-impact journals, acknowledging the support of GNSU.

Intellectual Property and Outcomes

- Any intellectual property (IP) generated through seed funding will be governed by the university's Intellectual Property Rights (IPR) Policy.
- Faculty are encouraged to file patents, both nationally and internationally, where applicable.
- Research outcomes should be directed towards publication or external funding applications.

Compliance and Ethics

- All research must adhere to ethical guidelines and institutional norms.
- Violations of research ethics or mismanagement of funds may result in disqualification from the program and/or the refund of funds received.

Review and Amendments

- This policy will be reviewed periodically by the Research Advisory Committee.
- Amendments to this policy will be made based on feedback, emerging research trends, and institutional priorities.

Approved by:


Coordinator
IQAC (NAAC)
Gopal Narayan Singh University
Jamuahar, Sasaram, Rohtas (Bihar)

Vice Chancellor
Gopal Narayan Singh University

SEED MONEY POLICY GNSU

Ref. no.-GNSU/RO/Admin/23/634

Dated 20/07/2023

REVISED NOTIFICATION

As per directives of the Hon'ble Vice-Chancellor of the Gopal Narayan Singh University, the Research and Development Cell of the University has been constituted consisting of the following:

S. No.	Name & Designation	
1.	Prof. (Dr.) M. K. Singh, Hon'ble Vice-Chancellor, GNSU	Chairman
2.	Prof. (Dr.) Jagdish Singh, Hon'ble Pro-Vice-Chancellor, GNSU	Director R & D Cell
3.	Prof. (Dr.) Rakesh Verma, Dean, Faculty of Law	Member
4.	Prof. (Dr.) Alok Kumar, Dean Faculty of Management Studies	Member
5.	Prof. (Dr.) Dharmendra Kumar, Dean, Faculty of Pharmacy	Member
6.	Prof. (Dr.) Arunava De, Dean, Faculty of Information Technology	Member
7.	Prof. (Dr.) Hemant Kumar Singh, Professor, Faculty of Agriculture	Member
8.	Dr. Abhishek Kamendu, Registrar, GNSU	Member Secretary

The tenure of the Committee will be two years from the date of notification of this Committee.

Anur
20/7/23
Registrar

कुलसचिव

REGISTRAR

गोपाल नारायण सिंह विश्वविद्यालय
Gopal Narayan Singh University

Copy forwarded for information and necessary action to:

1. The Directors/Deans/Principals/Heads of the Institute/Faculty/College
2. The Dean of Student Welfare
3. The Controller of Examinations
4. The Chief Finance and Account Officer
5. The Academic Director
6. The Member Concerned
7. P.S. to Hon'ble Chancellor
8. P.S. to the Hon'ble Secretary
9. P.S. to the Hon'ble Managing Director
10. P.S. to the Hon'ble Vice-Chancellor & Pro-Vice-Chancellor

Anur
20/7/23
Coordinator
IQAC (NAAC)

Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

Address: Jamuhar, At+Po: Jamuhar,
Dist Rohtas, Bihar, India-821305

Anur
20/7/23
Registrar

कुलसचिव

REGISTRAR

गोपाल नारायण सिंह विश्वविद्यालय
Gopal Narayan Singh University

Mobile No: +91-8544425011

Email id: info@gnsu.ac.in

Ref. no.-GNSU/RO/Admin /22/ 709

Dated 27/08/2022

Notification

As per directives of the Hon'ble Vice-Chancellor of the Gopal Narayan Singh University, the Research and Development Cell of the University has been constituted consisting of the following:

S. No.	Name & Designation	
1	Prof. (Dr.) M.K. Singh, Hon'ble Vice-Chancellor, GNSU	Chairman
2	Prof.(Dr.) Jagdish Singh, Hon'ble Pro-Vice-Chancellor, GNSU	Director R & D Cell
3	Prof.(Dr.) Alok Kumar, Dean Faculty of Management Studies	Member
4	Prof.(Dr.) A.P. Singh, Director, Narayan Institute of Agriculture Sciences	Member
5	Prof. (Dr.) Dharmendra Kumar, Dean, Faculty of Pharmacy	Member
6	Prof.(Dr.) Rakesh Verma, Dean, Faculty of Law	Member
7	Dr. Ipseeta Nanda, Dean, Faculty of Information Technology	Member
8	Dr. R. S. Jaiswal, The Registrar, GNSU	Member Secretary

The tenure of the Committee will be two years from the date of constitution.

Copy forwarded for information and necessary action to:

1. The Member Concerned
2. The Chief Finance and Account Officer
3. The Dean of Student Welfare
4. The Director, Narayan Institute of Agricultural Sciences
5. The Director, Narayan School of Law
6. The Director, Narayan Academy of Managerial Excellence
7. The Dean, Faculty of Arts
8. The Dean, Faculty of Information Technology,
9. The Principal & Dean, Narayan Institute of Pharmacy
10. The Principal & Dean, Narayan Nursing College
11. The Principal, Narayan Paramedical Institute & Allied Sciences
12. The Head, Department of Commerce
13. The Head, Department of Journalism and Mass Communication
14. The Head, Library and Information Sciences
15. The Academic Director
16. P.S. to Hon'ble Chancellor
17. P.S. to the Secretary,
18. P.S. to the Managing Director,
19. P.S. to the Hon'ble Vice-Chancellor & Pro-Vice-Chancellor

Gopal Narayan Singh University

**Coordinator
IQAC (NAAC)**

Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

[Signature]
27/8/22
Registrar
कुलसचिव
REGISTRAR
गोपाल नारायण सिंह विश्वविद्यालय
Gopal Narayan Singh University

[Signature]
27/8/22
Registrar
कुलसचिव
REGISTRAR
गोपाल नारायण सिंह विश्वविद्यालय
Gopal Narayan Singh University

Ref. No.-GNSU/RO/Admin /23/1020

Dated 01/11/2023

REVISED NOTIFICATION

As per directives of the Hon'ble Vice-Chancellor of the Gopal Narayan Singh University, a special Committee to Monitor the **Research Programme Policy Development** under the Research and Development Cell of the University has been constituted consisting of the following:

S. No.	Name & Designation	
1.	Prof. (Dr.) Dharmendra Kumar, Professor & Dean, Faculty of Pharmacy	Chairman
2.	Prof. (Dr.) K. Latha, Professor & Dean, Faculty of Nursing	Member
3.	Prof. (Dr.) Vivek Sharma, Professor & Dean, Faculty of Management Studies	Member
4.	Prof. (Dr.) Anil Chandra Phukan, Prof. & Head, Dept. of Microbiology, NMCH	Member
5.	Dr. Rajeev Kumar, Assistant Professor, FIT	Member Secretary

The tenure of the Committee will be two years from the date of constitution of this Committee.


11/11/23

Registrar

कुलसचिव

REGISTRAR

गोपाल नारायण सिंह विश्वविद्यालय
Gopal Narayan Singh University

Copy forwarded for information and necessary action to:

1. The Directors/Deans/Principals/Heads of the Institute/Faculty/College
2. The Dean of Student Welfare
3. The Controller of Examinations
4. The Chief Finance and Account Officer
5. The Academic Director
6. The Member Concerned
7. P.S. to Hon'ble Chancellor
8. P.S. to the Hon'ble Secretary
9. P.S. to the Hon'ble Managing Director
10. P.S. to the Hon'ble Vice-Chancellor & Pro-Vice-Chancellor


11/11/23

Registrar

कुलसचिव

REGISTRAR

गोपाल नारायण सिंह विश्वविद्यालय
Gopal Narayan Singh University


Coordinator
IQAC (NAAC)
Gopal Narayan Singh University
Jamuhar, Sasaram, Rohtas (Bihar)

A UNIT OF DEO MANGAL MEMORIAL TRUST

Address : Jamuhar, At+Po : Jamuhar,
Dist Rohtas, Bihar, India-821305

Mobile No : +91-8544425011

Email id : Info@gnsu.ac.in

