



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

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OFFICE OF THE DIRECTOR (RESEARCH & CONSULTANCY)

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L.No. GGSIPU/DRC/2020/ 1989^L

Dated: 02.09.2020

NOTICE

A committee was constituted by the Hon'ble Vice Chancellor to prepare the guidelines for *Research Article Publication Processing Charges* to the regular faculty.

Through regorous delebrations the Committee has prepared and submitted the draft document : "*Guidelines for Financial Support Towards Academic Publications 2020*".

The draft is enclosed herewith. The suggessions / Comment are invited from the faculty members of the University within a week's time to drc@ipu.ac.in.

A Sharma
2.9.2020

(Prof. Avinash C. Sharma)
Director, (R&C)

Copy to:

1. All Deans, USS.
2. Incharge server room for uploading on University website
3. Guard file

GGs Indraprastha University,

Sector 16/c Dwarka, New Delhi

GUIDELINES FOR FINANCIAL SUPPORT TOWARDS ACADEMIC PUBLICATIONS 2020

I. Introduction

The University encourages quality research publications of the faculty of University Schools of Study (USS) in reputed, peer-reviewed, high impact journals indexed in globally recognized databases such as JCR-Web of Knowledge and Scopus. To support their faculty in this endeavor, the University has initiated a policy to offer financial support to the faculty of University Schools of Study. This would contribute to the measurable output indicators and overall productivity of the University. Furthermore, it will encourage publicly funded research output to become freely accessible to the general public without any restrictions. Accordingly, the University funding of academic publications shall be guided by the following conditions as described below.

II. Eligibility

1. Only the regular faculty of the University Schools of Study (including those on probation) publishing research work done primarily in this University (including collaborations outside USS) are eligible for University funding under this scheme. It is also mandatory that the first or corresponding author of the concerned research publication should be a registered student or the faculty of USS, regardless of whether the remaining authors belong to USS or are collaborators from outside USS. This includes situations wherein the first author or corresponding author from USS are clearly identified in the publication as 'equal contribution' or as a co-'corresponding author'.



2. In case of collaborative or interdisciplinary research involving institutions outside USS, the University shall only pay if the first author (or having equal contribution as the 1st author) or Co-corresponding authors belong to the USS.

3. For all the applicants from the University School(s) of Science, Technology, Engineering and Medicine, the University funding shall be restricted to one research article per faculty per financial year in reputed, peer-reviewed journal(s) with impact factor of 2 or cite score of 3 or above, and another research article in journal(s) with impact factor of 4 or cite score of 5 or above. For this purpose, impact factor/cite score based on indexing in only globally recognized databases such as JCR-Web of Knowledge and Scopus shall be considered. The applicant shall provide evidence for the same.

4. For all the applicants from the University School(s) of Management, Law, Humanities, Social Sciences, Mass Communication and Education, the University funding shall be restricted to one research article per faculty per financial year in reputed, peer-reviewed journal(s) with impact factor of 0.25 or cite score of 0.5 or above and another research article in journals with impact factor of 3 or cite score of 4 or above. For this purpose, impact factor/cite score based on indexing in any recognized databases such as JCR-Web of Knowledge and Scopus shall be considered. The applicant shall provide evidence for the same.

III. Procedure for application

1. The faculty shall submit his/her request for financial assistance under this scheme in the prescribed form, through the Dean of the concerned USS to the office of Director, Research and Consultancy (DRC).
2. The form must be accompanied by all relevant documents, including proof of acceptance of the research article. A copy of the accepted research article must also be submitted, clearly showing the first author(s)/corresponding author(s) from USS.
3. In case of collaborative research work, the faculty of USS claiming financial assistance from GGSIPU shall submit an undertaking that none of the



authors of the research article, including from the other collaborating institutions have claimed funding from GGSIPU or their institutions for that publication.

4. In case of collaborative research work involving institutions outside the University, wherein ONLY the first or corresponding or co-corresponding author belongs to USS, or more than 50% authors of the research article for which financial assistance is being sought from GGSIP University are from outside the University, the faculty from USS claiming financial assistance shall submit a strong justification for claiming financial assistance from GGSIPU. Subsequently, the case shall be examined by a three-member committee of the USS constituted by the Dean of the concerned USS, comprising atleast two Professors and one of them should be from the same subject area/discipline as that of the author. If the concerned USS does not have two professors, then another professor from a related USS may be a member. The committee shall submit its recommendations to the Dean of the concerned USS, who shall then forward the application of the faculty to the office of DRC for further processing. However, this entire process should be completed at the earliest and not later than 5 working days from the time of submission of application by the concerned faculty.
5. The office of DRC shall submit the completed application form along with all documents to the COF for payment. All efforts shall be made to arrange for direct payment to the publisher or reimbursement to faculty (as the case may be) within 2 weeks of receiving the file in the accounts branch of the University.

IV. General Conditions

1. The authors are in the best position to choose the best journal in terms of content, target readers, quality and impact.
2. The University shall finance the publishing costs or page charges or colour printing charges (inclusive of all taxes and foreign currency exchange charges), only when it is an essential publishing policy of the journal as mentioned on the journal website.



3. In cases where payment is not an essential publishing policy of the journal (as mentioned on the journal website) and only an option provided to the authors to make their article open access, the University shall not finance the costs involved.
 4. University shall fund publication based only on research output, and not abstracts, book reviews, news and views, perspectives, opinions, popular articles, letters to editor or conference proceedings. However, this shall not be applicable if the journal itself is called proceedings or based on periodical proceedings of reputed conferences held by internationally acclaimed professional bodies such as IEEE and indexed in Web of Knowledge or Scopus with impact factor/cite score as mentioned in points 7 and 8 above.
 5. Any case of malafide authorship used for the purpose of claiming financial support shall be treated as research as well as financial misconduct, and shall be dealt with in accordance with the relevant policies of the University.
 6. Any funding from the University (whether FRGS or publishing grant) must be duly acknowledged at the end of the article.
 7. This scheme may be revised every three years considering the rapidly and continuously evolving research ecosystem in the country.
- V. Notwithstanding anything contained in these guidelines, for any unforeseen issues arising not covered by these guidelines, or in the event of differences of interpretation, the Vice Chancellor may take a decision in consultation with the DRC. The decision of the Vice Chancellor shall be final.

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