

RESEARCH AND PUBLICATION POLICY

Introduction:

Research is the basis of knowledge that creates new energy, produces state-of-the-art facilities, promotes research publications, fosters collaborations, and brings people together to achieve the common goals. Research activities build and impart new knowledge in a variety of sectors, encourage innovation and creativity. The importance of research in an academic institution's long-term viability and development is critical, and knowledge-driven growth based on innovation is essential. The quality of research work has a direct impact on the quality of teaching and learning in the classroom, benefiting students, society, and the country as a whole.

Aims

- It aims to facilitate a research culture among its teachers, staff, and students in order to build and promote scientific mindset and research abilities
- It aims to enhance the research environment, establish and maintain a research culture, and encourage teachers and students to participate in research
- It also attempts to ensure that the college's research activities adhere to all applicable rules and regulations, as well as established standards and norms relating to safe and ethical research conduct.
- The policy shall serve as an overall framework within which research activities may be carried out

Objectives

- To establish guidelines for undertaking high-impact, context-specific applied research.
- To provide a high-quality, efficient, and effective support system to help academics and researchers with their research.
- To promote interdisciplinary research and developing methods for planning and carrying out cooperative research projects that span many knowledge domains, as well as strategies for incorporating external agencies and experts in such projects.
- To assure research quality, integrity, and ethics.



- To develop and execute a research quality assurance process to ensure that all college research activities meet established quality standards.
- To facilitate publication of in-house research journal – MET Management Review (MMR)

Roles & Functions

The Research Cell of the Institute shall be responsible for implementing this research policy. The specific roles and functions of the research cell will be as follows:

- Encourage and promote a research culture (eg. Teaching work load remission, opportunities for attending conferences etc).
- Encourage the faculty to undertake research by collaborating with other research organizations / industry.
- Create suitable procedures for giving due recognition for guiding research.
- Organize workshops / training programmes / sensitization programmes shall be conducted by the Institution to promote a research culture on campus.
- Prepare budgets for supporting students' research projects.
- Invite industry to use the research facilities of the Institute and sponsor research projects.
- Develop and implement an official Code of Ethics to check malpractices and plagiarism in research.
- Motivate faculty to publish in renowned journals through Awards and Recognition.
- Create incentives for the faculty who receive state, national and international recognitions for research contributions as well as research awards and recognition from reputed professional bodies and agencies.
- Encourage and promote the publication of research articles by the faculty in reputed / referred journals.
- Create and maintain a database of research work and research projects undertaken by the faculty and students as well as collect data by metrics such as Citation Index, Impact Factor, h-index, SNIP, SJR etc.
- Publicize the research expertise and consultancy capabilities available in the Institute.



MET INSTITUTE OF MANAGEMENT

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MET
AS SHOWN BY THE UGC

Bhujbal Knowledge City

MET INSTITUTE OF MANAGEMENT

- Prepare Rules & Guidelines for Grant of Research related leave and other remissions.
- Promote research publications leading to Patent / Patenting Research activities.
- Encouraging collaborative research with International / National reputed Institutes.

Sponsorship for Research Paper Publication in National / International Journals for Professors, Associate Professors & Assistant Professor

Eligibility

- Each faculty member will be given facilities for writing and publishing two research papers in each semester.
- Faculty members can also publish papers jointly with any other faculty member.
- For every faculty, it is must to write two research papers with students as co-authors. Students will be given a certificate

Financial Incentives

- Faculties will be given a reimbursement for National Level Seminar/Workshop/Conference/Paper Presentation/FDP annually as follows: -
 - Director – Rs. 30,000/-
 - Associate Professor and Professor- Rs. 25,000/-
 - Assistant Professor - Rs. 20,000/-
- An incentive of Rs.1000 will be given to students if published in SCOPUS & ABDC journals for a maximum of two times annually.
- An amount of Rs. 2500 /- (Five thousand only) annually will be given for a publication in Scopus & ABDC journals and Rs. 1500 /- (Three thousand only) for a publication in 'Indian Citation Indexed' journal or 'UGC approved Journals'.
- The registration fees for faculty members deputed by the college for attending special training / workshops / conferences / seminars will be reimbursed as follow
 - Director - Rs. 20,000/-
 - Associate Professor and Professor – Rs. 15,000/-
 - Assistant Professor - Rs. 10,000/-



Above are the annual reimbursement amount and will also include registration fees for all intellectual property rights such as patent and copy writes.

Sponsorship for Higher Studies (Ph.D.)

Scope

- Opportunity is provided to the faculty members to upgrade their qualification by acquiring Ph.D. as per the guidelines of UGC

Eligibility

- Sponsorship will be given to the full time members appointed on regular basis.
- The faculty member should have contributed positively for the development of the department/institute and professional attitude towards work.
- The sponsorship will be given at the discretion of the Director of the Institute.

Privileges

- Special Leave of maximum 12 days is permitted in an academic year, at the discretion of the management, for a maximum period of 3 years, based on evidence of Registration for Ph.D. of which 1st year will be for Ph.D. course work, 2nd year will be for Ph.D. data collection and 3rd year will be for preparation / submission of thesis and meetings with the Director at the discretion of the Director

As an incentive to the faculty member who completes Ph.D. programme while in service in the institute and serves the institute for two years thereafter, a lump sum amount of Rs. 21,000 will be paid to him/her as an award



Sponsorship for Seminar / Workshop / Conference / Paper Presentation / Case Study / FDPs / MDPs

Eligibility

- Sponsorship will be given to the full time faculty members appointed on regular basis
- The faculty member should have made a positive contribution to the department, professional work attitude, and contribution to the Institutional eco system.
- The selection of the Institute and permission to attend the event will be at discretion of the Director.

Terms and Conditions

- Faculty needs to submit the report immediately after coming back from the programme.
- Faculty should conduct a knowledge sharing session with the concerned faculties.
- Faculty should participate in Institute Industry Interaction, Conferences / Training Programmes etc
- Faculty member will be treated on duty for attending the programme.

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- The National and International Conference fees will be reimbursed on submission of receipt by the faculty member when he / she has contributed in the deliberations at the conference by way of (a) presentation of paper (b) judging a research paper session (c) delivering a guest lecture

The registration fees will be reimbursed on the submission of receipt if he / she presented a paper at the conference.

Faculty member will be paid upto Rs. 25,000/ - , as reimbursement for workshop / conference / paper presentation in respective academic years.



Book/ Chapter Publication –

Award of Rs 11000/- (eleven thousand rupees only) for book publication where the entire book has been retained by MET employee and has been published with reference of exact nature of association with MET.

In case more than one employee of MET or other resource from outside published a book as author or as co-author then the prize money will be divided proportionately among MET employee.


If MET employee contributes a book chapter in any book publication in that case a sum of rupees 1500 will be awarded to the employee in the said year of publication.

All the above related to book / chapter publication – the publication house should be a renowned national or internationally name in the publishing industry.



Dr. Swati Lodha
Director
MET Institute of Management

Date: 21st July, 2022



Mr. Pankaj Bhujbal
Trustee
Mumbai Education Trust