

JKKN EDUCATIONAL INSTITUTIONS

Kumarapalayam, Namakkal District, Tamil Nadu – 638 183

OFFICE ORDER

Effective Academic Year: 2024–25

Purpose

The primary purpose of this policy is to establish a clear, systematic, and equitable procedure for recognizing and rewarding the high-quality research publications of faculty and learners at JKKN Institutions. This policy is explicitly designed to:

- **Promote Alignment with JKKN Vision & Mission:**
Ensure all recognized publications significantly advance JKKN's strategic objectives, specifically promoting innovation through Bioconvergence and cultivating dynamic leaders.
 - **Encourage High-Quality, Indexed Research:**
Motivate faculty to produce impactful research indexed by reputable databases (Scopus, Web of Science) and registered patents.
 - **Foster Excellence & Enhance Reputation:**
Create a culture of excellence, positioning JKKN as a global innovative solutions provider, thereby increasing its prestige and attracting talent.
 - **Support Professional Development:**
Encourage ongoing professional growth and intellectual contribution, maintaining an engaged academic community.
 - **Ensure Transparency & Fairness:**
Clearly define criteria and processes to eliminate ambiguity, ensuring equitable treatment of all researchers.
-

Eligibility Criteria for Rewards

All publications must satisfy BOTH conditions below for reward eligibility:

1. Indexed Eligibility:

Publications must be indexed in:

- Scopus or Web of Science (WoS) Indexed Journals
- Granted Patents
- International Conferences with Scopus-indexed Book Chapters

2. Evaluation Matrix Eligibility:

Publications must achieve a minimum overall rating of 70% ("Excellent") according to the JKKN Research Publication Evaluation Matrix.

Reward Structure (2024–25)

| Category | Eligible Publications (<i>Minimum 70% score required</i>) | Reward (₹) |
|----------|---|------------|
| 1 | Scopus/WoS Indexed Journals | ₹20,000 |
| 2 | Granted Patent Publications | ₹20,000 |
| 3 | International Conference with Scopus Indexed Book Chapter | ₹10,000 |

JKKN Institutions: Research Publication Evaluation Matrix

Explicit Clarification:

All outcomes in **Translational Impact Metrics** must directly result from the publication submitted for evaluation. Evidence provided must explicitly demonstrate this direct connection.

✔ A. Translational Impact Metrics (60%)

| Assessment Criteria | Weight (%) | Outstanding (100%) | Excellent (80%) | Good (60%) | Fair (40%) | Needs Improvement (20%) | Required Evidence |
|--|------------|--|---|---|---|----------------------------|---|
| Startup Formation <i>(aligned with Bioconvergence)</i> | 20% | DPIIT-recognized Bioconvergence startup incubated at JKKN-NIF (20%) | DPIIT-recognized startup incubated at JKKN-NIF (non-Bioconvergence) (16%) | DPIIT-recognized startup externally incubated (12%) | Startup initiated at JKKN-NIF, DPIIT recognition pending (8%) | No startup initiative (4%) | DPIIT certificates, NIF incubation documents explicitly linked to publication |
| Intellectual Property (IP) | 15% | Patent granted & commercialized (15%) | Patent granted, commercialization started (12%) | Patent filed, pending approval (9%) | Clearly identified IP, not yet filed (6%) | No IP identified (3%) | Patent documents explicitly referencing publication |
| Implementation of Innovation | 10% | National/international adoption explicitly advancing Bioconvergence & dynamic leadership (10%) | Implemented externally (local) and internally (8%) | Implemented internally at JKKN (6%) | Partial pilot implementation (4%) | No implementation (2%) | Implementation reports explicitly citing publication |
| Community/Societal Feedback | 10% | Strong structured external validation (10%) | Positive internal structured validation (8%) | Generally positive anecdotal (4%) | Limited anecdotal feedback (4%) | Negative/no feedback (2%) | Surveys/testimonials explicitly mentioning research |

| | | | | | | | |
|------------------------------|-----------|---|--------------------------------------|---|---|----------------------|---|
| | | | | total feedba ck (6%) | | | |
| Is & ognition | 5% | Internationa l prestigious awards (5%) | National-l evel awards (4%) | Regio nal-lev el award s (3%) | Institutio nal acknowl edgment (2%) | No awards (1%) | Award certificates explicitly linked to publication |

B. Academic & Foundational Excellence Metrics (40%)

| Assessment Criteria | Weight (%) | Outstanding (100%) | Excellent (80%) | Good (60%) | Fair (40%) | Needs Improvement (20%) | Required Evidence |
|---|------------|---|---|---|--|--|--|
| Publication Quality | 15% | Q1 journal; citations significantly above field average (15%) | Q1/Q2 journal; citations above average (12%) | Indexed in Scopus/WoS (Q3/Q4); average citations (9%) | Indexed journal; low citations (6%) | Non-indexed (ineligible for reward) (0%) | Journal indexing proof, citation data |
| Contribution to Knowledge & Theory | 10% | Groundbreaking global influence (10%) | Significant advancement shaping research areas (8%) | Moderate incremental contribution (6%) | Minor incremental contribution (4%) | No meaningful contribution (2%) | Expert reviews, citation analysis |
| Policy or Practice Influence | 10% | International policy/global adoption (10%) | National-level policy adoption (8%) | Regional/local adoption (6%) | Limited institutional adoption (4%) | No influence (2%) | Official policy documents explicitly citing research |
| Collaboration & Partnerships | 5% | Major international collaborations with substantial outcomes (5%) | Significant national collaborations (4%) | Regional collaborations or external funding (3%) | Basic institutional collaboration (2%) | No collaboration (1%) | MOUs, funding letters explicitly linked to publication |

Overall Success Rating Scale (Internal Benchmarking)

| Total Score (%) | Rating | Recommended Action |
|-----------------|-------------|--|
| 85–100% | Outstanding | Exceptional alignment; broad institutional recognition |

| | | |
|------------------|-------------------|---|
| 70–84% | Excellent | Strong alignment (minimum required for reward eligibility) |
| 55–69% | Good | Credible; developmental support recommended |
| 40–54% | Fair | Moderate; structured guidance recommended |
| Below 40% | Needs Improvement | Immediate strategic intervention required |

Important Notes

- **Ph.D. Faculty:** Must publish at least **two indexed papers** annually (Categories 1 or 2).
 - **Other Faculty:** Must publish at least **one indexed paper** annually.
 - **Publications scoring below 70%** are explicitly **ineligible** for monetary rewards.
 - **Important Clarification:** Merely indexing in Scopus/WoS or patent registry does **NOT** automatically qualify for rewards. A minimum **70% matrix score** is mandatory.
 - Rewards processed only after submission of hard & soft copies, explicit indexing evidence, plagiarism checks, and language compliance.
 - JKKN affiliation and acknowledgment explicitly required.
-

Procedure for Reward Submission

- **Step 1: Initial Notification & Submission**
 - Notify Department Head/COE Director immediately upon publication.
 - Submit hard and soft copies with indexing evidence.
- **Step 2: Verification**
 - Department verifies indexing and eligibility.
- **Step 3: Evaluation**
 - Evaluated by R&D Committee using JKKN Matrix.
- **Step 4: Reward Approval**
 - Rewards processed after achieving a minimum of 70%.
- **Step 5: Documentation**
 - Decisions documented transparently for audit purposes.

Multi-Authored Publications Submission Template (Non-JKKN First Author)

- **Publication/Patent Title:** [Clearly Insert Title]
- **Publication/Patent Date:** [Clearly Insert Date]
- **Category & Indexed in:** [Explicitly Specify: Scopus/WoS/Patent Registry]

Authors & Affiliations:

- Name: [Author 1], Affiliation: [Institution Name], JKKN reward eligibility: [Clearly specify status]
- Name: [Author 2], Affiliation: JKKN, JKKN reward eligibility: [Clearly specify as applicant]
- *(List all authors, explicitly stating JKKN affiliations and eligibility.)*

Documented Contributions (Explicit & Detailed):

- Author 1: [Clearly describe contribution and eligibility]
- Author 2 (JKKN Author): [Explicitly describe detailed contributions and confirm eligibility for reward]

Approval:

- Reviewed by: [Name & Designation (e.g., Department Head or COE Director)]
 - Date of Approval: [Clearly Insert Approval Date]
-

Annual Review & Continuous Improvement

To ensure ongoing alignment with JKKN's strategic goals, institutional standards, and regulatory requirements (e.g., NIRF, NBA, NAAC):

- **Annual Policy Review:**
Conducted by Department Heads, Dean (R&D), and COE Directors.
 - **Stakeholder Feedback:**
Regularly solicited from faculty, researchers, administrative staff, and learners to continually refine policy clarity, effectiveness, and alignment.
 - **Adjustments & Approval:**
Recommended revisions presented annually to institutional leadership for approval and immediate implementation.
 - **Documentation & Transparency:**
All revisions clearly documented with explicit rationales and archived for accountability and historical tracking.
-

Exclusions

The following publications are explicitly ineligible for rewards or recognition under this policy:

- Publications **not indexed** in Scopus or Web of Science (WoS).
 - Non-academic or non-peer-reviewed articles (e.g., general magazines, non-academic books).
 - Publications not explicitly aligning with JKKN's vision and mission (scoring below 70%).
 - Publications failing to meet institutional standards for plagiarism, language clarity, affiliation, or acknowledgment.
-

Definitions

- **Publication Achievement:**
Scholarly works (journals, patents, book chapters) clearly aligned with JKKN's Vision, indexed explicitly in Scopus/WoS, and evaluated at minimum 70%.
- **Recognition & Rewards System:**
Explicit criteria and systematic procedures designed by JKKN for rewarding publications aligning with the institution's strategic goals.
- **Indexed in Recognized Databases:**
Explicitly refers only to indexing in Scopus and Web of Science databases, aligning clearly with NIRF guidelines.
- **Center of Excellence (COE):**
Institutional hub explicitly promoting high-impact, innovative research in strategically chosen areas (e.g., Bioconvergence), cultivating dynamic leaders.
- **R&D Norms:**
Institutional standards explicitly defining publication quality, originality, indexing requirements, and ethical compliance.