

IIMT
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Transforming Education System, Transforming Lives



UGC Approved

Section 2(f) & 12B

GUIDELINES
ON
RESEARCH CHAIRS
ESTABLISHMENT
UNDER
IIMTU ENDOWMENT FUND

GUIDELINES ON RESEARCH CHAIRS ESTABLISHMENT UNDER IIMTU ENDOWMENT FUND

Preface:

As per the UGC guideline entitled “*Incentives for Resource Mobilization*” in X-Plan, envisioned to encourage the HEIs towards mobilizing resources with the participation/contribution of society aligned with National Development.

With the prospect of stimulating the research culture among the students, scholars and faculty members, the IIMT University in adherence to the above stated guideline has created a corpus with mobilized funds under the various research enhancement activities.

These are as follows:

1. Creation and Renovation of Research infrastructure,
2. Purchase of equipment for Research;
3. Purchase of book/e-books and journals/e-journals.
4. Enrichment of corpus for student scholarships specific to research (for UG & PG Students).
5. Allocation of budget to organize extension and outreach activities addressing societal issues, Lecture/Seminars/Workshops/Training/FDP/Conference specific to the research,
6. Intramural funding of research projects and Ph.D. fellowship/ scholarship.
7. Fund/Grant for the Establishment of Chairs at Departments/ schools.
8. Fund/Grant for innovation and incubation support activities.

IIMTU Endowment Board

The processes of IIMTU Endowment fund will be administrated by **IIMTU Endowment Board**. The Chairperson of IIMTU Endowment Board or its nominees will be the main signatory of the fund account.

The composition of the **IIMTU Endowment Board** shall be as follow:

- | | | |
|-------------------|---|-----------------------------------|
| • Chancellor | - | Chairperson |
| • Vice Chancellor | - | Vice Chairperson |
| • Faculty Members | - | Member (2-3 Dean/Professor Level) |

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- Registrar - Member
- Non-Alumni (specific expertise) - 1-2 (nominated by the Chairperson)
- Donor Alumni - 2-4 as Member

There would be requirement of 2/3rd Endowment Board (quorum) approval for making any change to the structure of the IIMTU Endowment Fund.

Research Chairs Establishment Procedure under Endowment Fund:

The Universities has developed a system to establish Research Chairs to promote research and innovation which contribute towards institutional excellence.

Individual Scientist Initiative:

- An individual, on his/her own initiative, shall prepare a research proposal and make initial contacts with a potential donor. The proposal shall be scrutinized by the committee constituted at the level of relevant Department/school consisting of Dean and two senior faculty members.
- The recommendations of the School Level Committee will be submitted to the University level committee for the approval of the proposal.
- The University Level Committee consisting of VC nominee, Dean Research, two senior professors and Finance Controller at University level shall evaluate the viability of the proposed Research Chair and make recommendations to the Vice Chancellor.
- The proposal shall be forwarded to the Executive Council for final approval and the information will be given to the concerns.

University Initiative:

- The University shall take the initiative to raise funds from government/other relevant non-government agencies in support of research chairs.
- The funds should be restricted to internal staff and scholars of the university and shall be utilized for the research, innovation and related activities only.
- In addition, the University also provides seed money to such research chairs to facilitate preparation of research proposal for extramural grants focusing to technology development, commercialization/ transfer to the industry.



Sponsor Initiative:

The Individual, private and public corporations, local and international development partners, Government agencies etc. can provide fund for a research chair and invite researchers within and outside the University to apply and prepare research proposals for consideration.

Nomenclature of the Chair:

The Chair will be designated in the name of Renowned Persons, Noble Laureates and Persons of Eminence in the areas/fields of their contribution. The Chair must be prestigious academic designations appointed with outstanding researches/faculty.

Categories of the Research Chair:

The chair may be established under different categories, which includes:

- a) **Industrial Research Chairs:** These chairs are funded by industry to conduct research in areas of interest to the industry.
- b) **Endowed Research Chairs or Endowed Professorship:** These are research chairs are supported by individual donors, philanthropists, corporate institutions, foundations and other similar organization. Endowed research chair are used to recognize renowned researchers in various disciplines. The donated funds are put in a interest-bearing funds, where the principal remains intact but the interest offers a continuous source of annual income. The earned interest might be utilized to keep the chair running for academic and research purposes. The grantee generally keeps the chair until he or she leaves the university, or for a period of five years, or as determined by the universities.
- c) **Special Professorships:** These are opportunities set aside for a fixed period of time depending on the availability of funds of maintains them or the activities included in the professorship. If the professorship has research focus, it is administered in the same manner as a Research Chair.
- d) **Administrative Endowed Chair:** This type of chair provides funds to support teaching, research and service activities of a department, research unit, school or college. This type of chair is reserved for distinguished scholars and teachers and provides funds to chair holders to support their teaching, research, and service, and is supported by a payout from the endowment fund, or a fund functioning as an endowment, or from an annual allocation.



- e) **Government Research Chairs:** These are chairs funded by government agencies viz. UGC/ICSSR/DST/HEC/ICAR/AICTE etc. to conduct research in areas of interest to the sponsoring agency. The funding of these chairs is variable, depending on the sponsoring agency scheme, the area of interest and the importance of the research chair.

Functioning of Chair:

- To engage in research and, in turn, contribute to the advancement of knowledge in the area of the study through innovation and startup.
- To develop minor and major research proposal focusing research under related discipline.
- To organize Guest lecture//training/workshop/conferences etc. inviting the eminent speakers for Teachers, Students and Scholars.
- To publish articles/research papers/reports/books/ Chapters.
- To enroll the Ph.D scholar under the Chair.

Appointment of the Chair Professor:

The remuneration shall be determined as per resources available with the approval by the University Finance committee.

Designation	Chair Professor
Qualification	An academic/scholar of outstanding track record in the designated areas of studies.
Age:	55-70 years.
Scale of pay	Consolidated Rs. 1,00,000 per month.
Period of appointment	5 years (can be extended for another two years subject to a maximum of 7 years, not Exceeding 70 years of age).
Duration of the Chair	Maximum of 5 years or until the incumbent attains the age of 70 years whichever is earlier and not exceeding 70 years of age.
Mode of nomination	Nomination and/or invitation on the recommendation of a 3 member Committee consisting of eminent persons to be constituted by the Vice-Chancellor of the University.



Discontinuation of Research Chair:

A Professorial Research Chair can be discontinued due to lack of funds for maintaining the position. When such a condition arises, If possible the University may consider limited support for a phase-out period in order to make sure that any existing commitments with postgraduate and or Ph.D. student are take care off.

Review Process of Research Chair Activities:

- The University will evolve a mechanism to review the progress of the Chair annually.
- The Chair will submit a final report on the activities and the outcome of the Chair to the University after each year.
- The University may review the Chair for its outcome, at any stage.
- Further approval of the Chairs in the universities will be governed by BOM/EC.

Logistics support to the Chairs:

The Chair should be located in one of the departments/ Schools of the University and shall be provided all the academic, administrative and logistic support extended to other Professors of the school/department.

The University will extend the financial support the Chairs under following heads:

- i. Books & Journals
- ii. Infrastructure Expansion Support
- iii. Travel (Local & National)
- iv. Secretarial Assistance
- v. Organization of workshop/conference/seminar/FDP/summer school etc.
- vi. Contingency (towards hiring assistance for fieldwork /data collection & analysis/office expenses)



**Flow Chart for the Process to Allocate the Endowment Funds to
Research Chair**

Proposal would be asked by Registrar Office giving reference to the Academic Council agenda (where the discussion on the establishment of chair was held not noted) from the Schools/Departments to establish the Chair within prescribed format of UGC



Proposals shall be submitted by the Schools/Departments after scrutiny



Finally the proposal will be scrutinized by the Research and Development committee



All Shortlisted proposals shall be forwarded to the IIMT Endowment Board



IIMTU Endowment Board will approve the final list of Chair with the direction of allocation of necessary infrastructure to the establish the chair



Selection of Chair Professor through the interview and on the recommendation of members Committee consisting of eminent persons to be constituted by the Vice Chancellor of the University subject to Academic Council and Executive Council approval.



Appointment of Other Supporting Staff under Chair



Seed money Proposal, Ph.D., UG & PG Research would be supported under the Research Chair specific to the discipline from the allocated fund to the Chair by IIMTU Endowment Board.



Research Activities, publications, Award and Recognition for research in specific field, Conference participation support, Publication Support, incentives would be given to the student, scholars and faculty members under the chair.



Proposal for extramural research project funds, funded seminar/Conference/ Workshop would submitted by the Chair



The Chair will submit Annual Report of Chair to the Registrar office.



Chair will ensure the proper closing of seed money project with closing report supported by outcomes and utilization certificate.



Chair will submit the yearly expenditure details incurred among all the planned activities with proper documentations.

