

A decorative graphic consisting of three blue circles of varying sizes and two thin blue lines. One line starts from the top left and extends towards the top-right circle. Another line starts from the top left and extends towards the middle circle. A third line starts from the top right and extends towards the bottom-right circle.

R&D Policy

Institute of Management Sciences |Peshawar

1-A Sector E-5, Phase -7 Hayatabad Peshawar
Phone : 091-5861024-25

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With the advent of Higher Education Commission of Pakistan (HEC), the focus of HEIs in Pakistan has shifted toward research and knowledge creation. In the past ten years, the research output of Pakistani universities has increased exponentially. IMSciences, in this regard, has been no exception.

The rise in the number of research publications in IMSciences is due to commitment of our dedicated faculty and support of the top management. To promote and encourage the faculty members to do research and to acknowledge their contribution, the IMSciences Research Committee introduced research rewards for publishing in reputable journals. However, to meet the challenges faced by the researchers and to further encourage R&D culture at the Institute, the R&D Policy has been revised. The future plan is to promote industry driven research so that the Institute can play its role in the socio-economic development of the region.

The Institute's R& D policy is given below:

1. Payment of Reward Money for Research Publications

In order to encourage the faculty members and students, the Institute shall pay cash award to the primary/first author for publishing papers in reputed national & international Journals as per the following breakup:

1. Rs. 50,000 for publishing in "W" category journals
2. Rs. 30,000 for publishing in "X" category journals
3. Rs. 15,000 for publishing in "Y" category journals (To Students & SPS Faculty only)

2. Payment of Fee for Research Publications in Journals

The Institute shall pay Publication fee for publishing in W, X, & Y, category journals. However, in case of local journals (all journals published/registered in Pakistan) in all categories, the maximum limit of payment of publication fee shall be Rs.20, 000. Furthermore, the payment shall vary depending on the following cases:

Case 1: Full payment for publication of research paper in national & international journal shall be made if all the author(s) is/are affiliated with the IMSciences.

Case 2: In case where Principal Author does not belong to IMSciences, the proportionate share of the author/authors affiliated with IMSciences and constituting not more than 50% of the total cost of the publication will be paid only.

Case 3: In case of multiple authors with Principal Author being affiliated with IMSciences and co-authors from both IMSciences as well as other HEI's, 50% of

publication cost will be paid on behalf of the principal author belonging to IMSciences. Remaining cost of 50% will be shared by the remaining authors. However if there is/are co-author/s from IMSciences in the remaining authors, their proportionate share not exceeding more than

50% of the total cost will be paid by the IMSciences.

- b. A visiting faculty affiliated with IMSciences shall be paid the publication fee in the manner mentioned in the above cases if he/she desires to share the credit of publication with the IMSciences.
- c. A research student shall only be paid fee (as a PA), if there is at least one faculty member of IMSciences included in the co-authors list.
- d. In order to avail the registration fee for publications, authors shall be required to submit following documents:
 1. Acceptance letter from the journal
 2. Copy of paper {with all authors along with their affiliations}
 3. ISSN no. of the journal
 4. Copy of the registration fee

3. Payment of Processing/Evaluation Fee for publication in Journals

Processing/Evaluation Fee shall be paid once a year to the Principal Author who is full-time faculty member or research student of IMSciences.

4. Payment of Research Grants for Research Activities at the Institute

- a. The Faculty of the IMSciences shall be awarded upto Rs.500,000/- for carrying out research projects at the Institute.
- b. The students enrolled in MS and PhD programs shall be awarded upto Rs.300,000/- for carrying out research projects.
- c. Principal Investigator and Co-Principal Investigator shall not be paid any remuneration.
- d. Students enrolled in BS Computer Science/Software Engineering/I.T program shall be paid upto Rs.30,000/- for the procurement of Hardware/Equipment not available at the laboratory/facilities of IMSciences for undertaking final year projects.

5. Policy Guidelines for the Award of Travel Grants at Institute of Management Sciences, Peshawar

The following policy guidelines recommended by the Research Committee of the Institute for the allocation of Travel Grants for local and international conferences are presented for approval.

- (1) IMSciences will contribute a matching amount to the Travel Grants Fund, i.e., equal to the amount allocated by HEC for this purpose;
- (2) There will be an upper cap on the amount for one travel grant, i.e., Rs. 225,000/-;
- (3) A faculty member can avail only one travel grant in two years. However, an application for the travel grant may be considered after one year if:
 - a) No application, fulfilling the basic eligibility requirements, is outstanding and,
 - b) The Research Committee is convinced that the Travel Grant Funds will lapse if not awarded.
- (4) Quotas, for distributing available (excluding one reserved for PhD/MS scholars) travel grants, will be allotted to the following three faculty groups as per percentage given against each:
 - a) Management (includes faculty members who hold terminal degree in the discipline of management) – 51%
 - b) ICT (includes faculty members who hold terminal degree in the disciplines of Computer Science, Information Technology and Software Engineering) – 23%
 - c) Others (includes faculty members who hold terminal degree in the disciplines of arts, humanities, social sciences not covered in Management, basic/natural sciences not covered in ICT) – 26%
- (5) A travel grant may be re-appropriated out of the quota of a group to any other group if;
 - a) No application, fulfilling the basic eligibility requirements, is outstanding from that group; and,
 - b) The Research Committee is convinced that the Travel Grant Funds will lapse if not awarded to the other group.

i. Quality of Conferences

During the process of scrutiny of the Travel Grant applications for oral presentation of paper, the following areas will be assessed;

- (1) Quality of the conference
- (2) Organized by a professional body (national/international) of relevant discipline
- (3) Affiliation with a university in the top QS ranks for the region

(4) Conference Proceedings Citation Index of the Clarivate Analytics

ii. Category/Tier of Conferences

- (1) **TIER 1 International Conference (75% reimbursement by HEC).** An international conference directly organized by a leading professional body of the relevant discipline (e.g., IEEE, ACM, AEA, ASQ, AOM, AMA, CIM, PMI etc.) whose papers are peer reviewed, archived and have an acceptance ratio of less than 25%.
- (2) **TIER 1 National Conference (75% reimbursement by HEC).** A national conference directly organized by a leading national professional body or supported by a leading international professional body of the relevant discipline (e.g., IEEE, ACM, AEA, ASQ, AOM, AMA, CIM, PMI etc.) whose papers are peer reviewed, archived and have an acceptance ratio of less than 25%.
- (3) **TIER 2 International Conference (75% reimbursement by HEC).** An international conference supported by a leading professional body of the relevant discipline (e.g., IEEE, ACM, AEA, ASQ, AOM, AMA, CIM, PMI etc.) whose papers are peer reviewed, archived and have an acceptance ratio between 25% to 40%.
- (4) **TIER 2 International Conference (50% reimbursement by HEC).**
 - a) An international conference supported by a leading professional body of the relevant discipline (e.g., IEEE, ACM, AEA, ASQ, AOM, AMA, CIM, PMI etc.) whose papers are peer reviewed and archived.
 - b) An international conference organized or supported by a university included in the QS Rankings for the region.
 - c) An international conference for which the proceedings of previous conferences have been indexed in Conference Proceedings Citation Index of the Clarivate Analytics.
- (5) **TIER 2 National Conference (75% reimbursement by HEC).** A national conference supported by a leading national professional body or supported by a leading international professional body of the relevant discipline (e.g., IEEE, ACM, AEA, ASQ, AOM, AMA, CIM, PMI etc.) whose papers are peer reviewed, archived and have an acceptance ratio between 25% to 40%.
- (6) **TIER 2 National Conference (50% reimbursement by HEC).**
 - a) A national conference supported by a leading national professional body whose papers are peer reviewed and archived.
 - b) A national conference organized or supported by a university recognized by the HEC.
 - c) A national conference for which the proceedings of previous conferences have been indexed in Conference Proceedings Citation Index of the Clarivate Analytics.

iii. Application Procedure and Scrutiny of the Documents

- (1) Application should be submitted at least 45 days before the conference; early submission will also be accepted.
- (2) 30 days will be the processing time for the Travel Grant application.
- (3) Research Committee Meeting will be held on first Monday of every month, if there is a holiday on first Monday then Meeting will be held on next working day.
- (4) There will be a proper mechanism for desk review i.e. ORIC upon receiving the travel grant case will allot specific number to the case, will check the following requisite documents and will acknowledge the case receiving with date and time on a stamped receipt:
 - a) Letter of Acceptance/Invitation or email from the organizer in which the mode of presentation (oral/poster) has been clearly mentioned.
 - b) Documentary evidence indicating that your abstract/paper has been accepted based upon peer-review by the technical committee of the event.
 - c) Documentary evidence indicating that abstract / paper will be published in Book of Abstracts/ Proceedings/Journals for the conference etc.
 - d) Copy of conference brochure containing aims, objectives and themes, charges of registration and accommodation etc.
 - e) Full-text paper (both hard and soft copies).
 - f) NOC from the principal author (in case the applicant is co-author).
 - g) CV of the applicant along with the list of recent publications (2-3 pages).
 - h) Online details of cheapest available return air tickets.

iv. Reimbursement Procedure

Upon return from the conference the applicant must submit reimbursement claim along with the following documents within 10 working days to ORIC.

- (1) Dully filled Reimbursement Form are required to be submitted on relevant prescribed proforma i.e. HEC Travel Grant Reimbursement Form for Paper Presentation.
- (2) Used air ticket/e-ticket bearing the cost of the ticket.
- (3) Original boarding pass counterfoil.
- (4) Original receipt of payment of registration fee of the event bearing the grantee's name and the actual amount.
- (5) Original receipt of payment for accommodation bearing the grantee's name, duration of stay and the actual amount.

6. Remuneration for the evaluators of the research proposals seeking grants from the IMSciences Research Fund

- a. The faculty member of IMSciences shall be paid remuneration at the rate of Rs.2,000/- per proposal.
- b. No additional amount shall be paid for re-evaluating the same proposal in case where changes have been recommended and the proposal is being re-evaluated.

7. Remuneration for Development of Local Case Studies

- a. An amount upto Rs.500,000/- shall be paid for the development of local case studies.
- b. The case studies will be classified into two categories with award money being paid as follows:
 - i. Category A: Rs.100,000/-
 - ii. Category B: Rs.50,000/-
- c. A Sub-Committee comprising of three faculty members nominated by the ResearchCommittee shall evaluate the case studies for categorization into “A” or “B” category.