

# **KHALSA COLLEGE OF PHARMACY AMRITSAR**

**Criterion: 6.3.2**

**Financial Support Policy**



ੴ ਵਾਹਿਗੁਰੂ ਜੀ ਕੀ ਫਤਹਿ

# ਖ਼ਾਲਸਾ ਕਾਲਜ ਚੈਰੀਟੇਬਲ ਸੁਸਾਇਟੀ, ਅੰਮ੍ਰਿਤਸਰ Khalsa College Charitable Society, Amritsar

ਨੰਬਰ : 1907-21

ਮਿਤੀ : 6-2-2018

(through e-governance)

ਵਾਈਸ ਚਾਂਸਲਰ/ਰਜਿਸਟਰਾਰ/ਪ੍ਰਿੰਸੀਪਲਜ਼/ਕਾਰਜਕਾਰੀ ਪ੍ਰਿੰਸੀਪਲਜ਼/ਡਾਇਰੈਕਟਰ-ਕਮ-ਪ੍ਰਿੰਸੀਪਲਜ਼

1. ਖ਼ਾਲਸਾ ਯੂਨੀਵਰਸਿਟੀ, ਅੰਮ੍ਰਿਤਸਰ।
2. ਖ਼ਾਲਸਾ ਕਾਲਜ, ਅੰਮ੍ਰਿਤਸਰ।
3. ਖ਼ਾਲਸਾ ਕਾਲਜ ਆਫ਼ ਐਜੂਕੇਸ਼ਨ, ਅੰਮ੍ਰਿਤਸਰ।
4. ਖ਼ਾਲਸਾ ਕਾਲਜ ਫਾਰ ਵਿਮਨ, ਅੰਮ੍ਰਿਤਸਰ।
5. ਖ਼ਾਲਸਾ ਕਾਲਜ ਆਫ਼ ਐਜੂਕੇਸ਼ਨ, ਰਣਜੀਤ ਐਵੇਨਿਊ, ਅੰਮ੍ਰਿਤਸਰ।
6. ਖ਼ਾਲਸਾ ਕਾਲਜ ਆਫ਼ ਨਰਸਿੰਗ, ਅੰਮ੍ਰਿਤਸਰ।
7. ਖ਼ਾਲਸਾ ਕਾਲਜ ਆਫ਼ ਇੰਜੀਨੀਅਰਿੰਗ ਐਂਡ ਟੈਕਨਾਲੋਜੀ, ਰਣਜੀਤ ਐਵੇਨਿਊ, ਅੰਮ੍ਰਿਤਸਰ।
8. ਖ਼ਾਲਸਾ ਕਾਲਜ (ਅੰਮ੍ਰਿਤਸਰ) ਆਫ਼ ਟੈਕਨਾਲੋਜੀ ਐਂਡ ਬਿਜਨਸ ਸਟੱਡੀਜ਼, ਮੋਹਾਲੀ।
9. ਖ਼ਾਲਸਾ ਕਾਲਜ ਆਫ਼ ਫਾਰਮੇਸੀ, ਅੰਮ੍ਰਿਤਸਰ।
10. ਖ਼ਾਲਸਾ ਕਾਲਜ ਆਫ਼ ਫਿਜ਼ੀਕਲ ਐਜੂਕੇਸ਼ਨ, ਪਿੰਡ ਹੇਰ, ਅੰਮ੍ਰਿਤਸਰ।
11. ਖ਼ਾਲਸਾ ਕਾਲਜ ਆਫ਼ ਵੈਟਰੀਨਰੀ ਐਂਡ ਐਨੀਮਲ ਸਾਇੰਸਜ਼, ਅੰਮ੍ਰਿਤਸਰ।
12. ਖ਼ਾਲਸਾ ਕਾਲਜ ਚਵਿੰਡਾ ਦੇਵੀ, ਅੰਮ੍ਰਿਤਸਰ।
13. ਖ਼ਾਲਸਾ ਕਾਲਜ ਆਫ਼ ਲਾਅ, ਅੰਮ੍ਰਿਤਸਰ।
14. ਸ੍ਰੀ ਗੁਰੂ ਤੇਗ ਬਹਾਦਰ ਕਾਲਜ ਫਾਰ ਵਿਮਨ, ਅੰਮ੍ਰਿਤਸਰ।
15. ਅੰਡਰ ਸੈਕ੍ਰੇਟਰੀ/ਓ.ਐਸ.ਡੀ. ਖ਼ਾਲਸਾ ਕਾਲਜ ਗਵਰਨਿੰਗ ਕੌਂਸਲ, ਅੰਮ੍ਰਿਤਸਰ।

ਮੈਨੇਜਿੰਗ ਕਮੇਟੀ ਖ਼ਾਲਸਾ ਕਾਲਜ ਚੈਰੀਟੇਬਲ ਸੁਸਾਇਟੀ, ਅੰਮ੍ਰਿਤਸਰ ਨੇ ਆਪਣੀ ਇਕੱਤਰਤਾ ਮਿਤੀ 27-01-2018 ਦੀ ਕਾਰਵਾਈ ਦੇ ਮਤਾ ਨੰਬਰ 416 ਰਾਹੀਂ ਸੁਸਾਇਟੀ ਅਧੀਨ ਆਉਂਦੇ ਕਾਲਜਾਂ ਵਿਖੇ Academic Excellence ਅਤੇ Research ਨੂੰ ਪ੍ਰੋਤਸਾਹਿਤ ਕਰਨ ਲਈ ਉਹ ਅਧਿਆਪਕ ਜਿੰਨ੍ਹਾਂ ਦਾ ਯੋਗਦਾਨ ਵਿਦਿਅਕ ਪੱਖੋਂ ਅਤੇ Research ਲਈ ਗੁੱਟਾ ਲਿਆਉਣ 'ਚ ਸਲਾਘਾਯੋਗ ਹੈ, ਨੂੰ ਵਾਈਸ ਚਾਂਸਲਰ, ਖ਼ਾਲਸਾ ਯੂਨੀਵਰਸਿਟੀ ਅਤੇ ਕਾਲਜ ਪ੍ਰਿੰਸੀਪਲਜ਼ ਦੇ ਅਧਾਰਤ 7 ਮੈਂਬਰੀ ਕਮੇਟੀ ਦੀ ਇਕੱਤਰਤਾ ਮਿਤੀ 16-01-2018 ਰਾਹੀਂ ਕੀਤੀਆਂ ਸਿਫਾਰਸ਼ਾਂ ਜੋ ਨਿਮਨ-ਲਿਖਤ ਪ੍ਰਤੀਲਿਪਤ ਹਨ, ਅਨੁਸਾਰ ਨਿਰਧਾਰਤ ਸਰਤਾਂ ਦੇ ਅਧਾਰ ਤੇ Award/Incentive ਦੇਣ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦੇ ਦਿੱਤੀ ਹੈ :-

## Proposal for "Best Researcher" and "Best Teacher" Award

Research and teaching are the two important pillars of any institution of higher education. Research is an important indicator which influences the ranking of a higher education institution by the NAAC or other regulatory bodies. The colleges do not attain the grade of their expectations because of deficiencies in research. Some people put forth a view that colleges are only teaching institutions but they forget that teaching and research are inseparable. Good research generates quality teaching. It is, therefore, imperative that there is an ideal integration of programmes of teaching and research in colleges.

There is an urgent need to maintain and enhance standards of teaching and research. In order to promote academic, research and quality education in various institutions under the Khalsa College Charitable Society (KCCS),





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Amritsar, it is proposed to institute the "Best Researcher Award" and the "Best Teacher Award" in each of the College/Institution. The Best Researcher Award shall be research-oriented and will depend largely on the score earned by the faculty member through various research activities/achievements while the Best Teacher Award shall be teaching oriented and more based on score earned through different teaching, learning, evaluation & other college related activities. The awards shall include cash awards and citation as given below:

Best Researcher Award: Rs. 1 Lac and a Citation

Best Teacher Award: Rs. 51,000/- and a Citation

#### **Eligibility**

1. All the permanent teachers having at least five years stay in Khalsa Institutions shall be eligible for awards.
2. The teachers must acquire at least 60 points (out of 100) to apply for the Awards. For the Best Researcher Award, the proportion of these points would be 70%/30% i.e. 70% for Research and 30% for Academics and other activities. However, for Best Teacher Award, Academic and other activities will have 70% weightage and Research component will be of 30%.

#### **Terms & Conditions**

1. The awards for every year shall be based on the points/scores earned by the faculty member through various activities/achievements during the last three academic years.
2. To qualify for the award, a faculty member must get at least 60 points (60%). The top scorer in the college/institute will be conferred with the award on the recommendations of the Expert Committee.
3. In case there are two or more authors for the publication, the sharing of scores shall be as per UGC guidelines from time to time.
4. Where the required information is related to administrative, academic, teaching, learning and co-curricular activities in the college, the verification





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for the claim of score under such activities by the concerned Principal is mandatory.

5. If a faculty has been conferred the award in a particular year, he/she will not be considered for the award during the next two academic years. However, after a gap of two years, he/she may again be eligible for this award if he/she so qualifies.
6. The Principal/Head of the Institute shall not be considered for the awards.
7. In case any candidate is found guilty of any malpractice or academic dishonesty, misrepresentation, suppression of facts, etc. at any stage, then the award or other benefits already awarded to such candidate may be withdrawn.
8. There should not be any major or serious disciplinary case against the faculty member during the period for award.
9. Awards cannot be claimed as a matter of right and acceptance or rejection of any application shall be solely at the discretion of Khalsa College Charitable Society (KCCS).
10. The KCCS reserves the right to modify or amend/withdraw this policy in whole or in part, from time to time, and with/without notice.
11. Where any doubt/conflict arises as to the interpretation to policy or items under various parameters or authorities in the concerned college/institute, the matter shall be referred to a three member committee constituted by the management of KCCS.

## Process

A circular from KCCS will be sent to all the colleges/institutions and applications shall be invited from the faculty members by a due date. The faculty members will submit their achievements through an application form duly recommended by the concerned Principal. Five self attested copies of the documents supporting the claim for points/scores of various parameters should be submitted along with application. The application shall be evaluated by an Expert Committee of three members to be constituted by the Management. The



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recommendations of the Committee shall be sent to the Management for final approval.

Annexure-I

## Parameters for Best Researcher Award

Activity/Achievement	Score
<b>1. Research Papers (25 Points)</b> i. Research paper published in Refereed Journals (a) $1F \leq 1$ (b) $1 < 1F \leq 2$ (c) $2 < 1F \leq 5$ (d) $1F > 5$ ii. Research paper published in Refereed Journals iii. Research paper published in other reputed Journals iv. Book review in Journals/Newspaper	10 per Publication 12 per Publication 15 per Publication 20 per Publication 8 per Publication 4 per Publication 2 per Review
<b>2. Research Publications (15 Points)</b> (Books, Chapters in Books) i. Research work published in the form of a Book with ISBN/ISSN number ii. Text/Reference books with ISBN/ISSN number iii. Chapters/Articles in Books published by National/ International Level Publishers, with ISBN/ISSN number iv. Edited Book with ISBN/ISSN number	10 per Book for Single Author 2 per Book for Single Author 4 per Chapter 3 per Book
<b>3. Research Projects (10 Points)</b> i. Projects with grant upto 2 Lac ii. Projects with grant from 2 Lac to 5 Lac iii. Projects with grant above 5 Lac iv. Project Outputs (a) Patents (i) International	5 per Project 7 per Project 10 per Project 10 per Patent 7 per Patent 7 per Document





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(ii) National (b) Major Policy document prepared for International/Central/State Govt./Local Bodies etc.	
4. Research Guidance (10 Points) i. Master's Level ii. M.Phil (Degree Awarded) iii. Ph.D (Degree Awarded)	1 per Candidate (Max 3 Points) 2 per Candidate 5 per Candidate
5. Conferences/Seminars, Awards/Fellowships (10 Points) i. Paper/Poster Presentation (International Level) ii. Paper/Poster Presentation (National Level) iii. Paper/Poster Presentation (State Level) iv. Organising Secretary for Seminar/Conference in the Institution v. Awards/Fellowships (International Level) vi. Awards/Fellowships (National Level) vii. Awards/Fellowships (State Level)	5 per Paper 3 per Paper 2 per Paper 2 per Seminar 5 per Award 4 per Award 2 per Award
6. Last three years' Results (10 Points) i. Higher than University's result (10% or more) ii. Higher than University's result (5% or more) iii. At par with the University's result	10 7 4
7. Student Feedback from outgoing class only (5 Points) i. Outstanding ii. Very Good iii. Good iv. Average	5 4 3 2
8. Teaching and Co-curricular Activities (15	



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Points)	3
i. Development of innovative teaching-learning methodologies	3
ii. Role in Conduct of remedial classes, career counselling, etc.	3
iii. Participation in Academic and Administrative Committees	3
iv. Role in Activities such as Cultural, Sports, NSS, NCC, etc.	3 3 3
v. Administrative Responsibility	3
vi. Punctuality in holding classes	
vii. Lectures in excess of UGC norms	
viii. Duties for examination related work	

**Note:** Claim of points for Sr. no. 6, 7 and 8 to be verified by the concerned Principal/Head of the Institution.

Annexure-II

## Parameters for Best Teacher Award

Activity/Achievement	Score
1. Last three years' Results (20 Points)	
i. Higher than University's result (10% or more)	20
ii. Higher than University's result (5 % or more)	15
iii. At par with University's result	10
2. Student Feedback from Outgoing Class only (10 Points)	
i. Outstanding	10
ii. Very Good	8
iii. Good	6
iv. Average	4





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3. Teaching and Learning Activities (15 Points)	
i. Development of Innovative Teaching-Learning Methodologies	5
ii. Punctuality in holding Classes	5
iii. Lectures in excess of UGC norms	5
iv. Duties for examination related work	3
v. Conduct of extra classes	
4. Administrative and Co-curricular Activities (15 Points)	
i. Administrative Responsibility	4
ii. Participation in Administrative and Academic Committees	3
iii. Role in discipline related co-curricular activities (like remedial classes, career counselling, student events)	4
iv. Role in other co-curricular activities (Cultural, Sports, NSS, NCC, etc.)	5
5. Research Publications (15 Points)	
i. Research paper published in Refereed Journals	7 per Paper
ii. Research paper published in other reputed Journals	3 per Paper
iii. Research work published in the form of a book with ISBN/ISSN number	10 per Book
iv. Chapters/Articles in Books with ISBN/ISSN number	4 per Chapter 3 per Book





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ਨੰਬਰ : 1907-2

ਮਿਤੀ : 6-2-2018

v. Edited Book with ISBN/ISSN number	2 per Book
vi. Text/Reference Books with ISBN/ISSN number	2 per Review
vii. Book review in Journals/newspaper	
viii. Research paper published in Referred Journals with Impact factor	8 per Paper 10 per Paper 12 per Paper 15 per Paper
(a) $IF \leq 1$ (b) $1 < IF \leq 2$ (c) $2 < IF \leq 5$ (d) $IF > 5$	
6. Research Guidance & Projects (10 Points)	
i. Master's Level	1 per Candidate (Max 3 Points)
ii. M.Phil (Degree Awarded)	2 per Candidate
iii. Ph.D (Degree Awarded)	5 per Candidate
iv. Projects with grant upto 2 Lac	4 per Project
v. Projects with grant more than 2 Lac	6 per Project
7. Conferences/Seminars (5 Points)	
i. Paper/Poster Presentation (International Level)	4 per Paper 3 per Paper
ii. Paper/Poster Presentation (National Level)	2 per Paper
iii. Paper/Poster Presentation (State Level)	2 per Seminar
iv. Organising Secretary for Seminar/Conference in the institution	
8. Miscellaneous (10 Points)	
i. Newspaper/Magazine Article	3 per Article
ii. Invited speaker/performance in TV/Radio	3 per Talk/Performance
iii. Recognition received	3 per Recognition



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<p>iv. from reputed professional bodies and agencies Extension and dissemination activities such as public/popular lectures/talks etc</p>	<p>3 per Lecture/Talk</p>
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**Note:** Claim for points relating to Sr. no. 1, 2, 3 and 4 to be verified by the concerned Principal/Head of the Institution.

(through e-governance)

ਉਤਾਰਾ:-

ਨੰਬਰ: 1922

ਮਿਤੀ: 6-2-18

ਚੀਫ ਅਕਾਊਂਟਸ ਅਫਸਰ

ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ।

  
(ਰਾਜਿੰਦਰਮੋਹਨ ਸਿੰਘ ਛੀਨਾ)  
ਆਨਰੇਰੀ ਸੈਕ੍ਰੇਟਰੀ

ਆਨਰੇਰੀ ਸੈਕ੍ਰੇਟਰੀ









