



**Acharya** Bangalore B-School

**A U T O N O M O U S**

Affiliated to Bangalore University

**ACHARYA BANGALORE B SCHOOL**

**AN AUTONOMOUS INSTITUTION**

*Affiliated to Bangalore University*

Approved by Govt. of Karnataka, UGC & AICTE, New Delhi

Re-Accredited with “A” Grade by NAAC

**RESEARCH POLICY & REGULATIONS**

(Rules & Regulations for Constitution and Procedures for Proceedings)

**A U T O N O M O U S**

Affiliated to  
Bangalore University

**ABBS/RP/P01**

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## 1. Research Policy

Acharya Bangalore B School (Autonomous) Affiliated to Bangalore University is committed to foster & promote research culture in the campus by establishing Research Advisory Committee for guidelines and implementing specific and objective oriented research activities / schemes to facilitate research activities to be undertaken by the faculty members independently or collaboratively involving industry and students.

### I. Research Regulations

The research regulations for PhD is prepared in line with the Bangalore University Regulations for PhD Program and implemented.

### II. Constitution of Research Advisory Committee

A Research Advisory Committee is hereby constituted to promote the innovative and industry relevant research to be undertaken by the faculty members with high quality research outputs with marketing potentiality. The research advisory committee constitutes of six members nominated as mentioned below:

1. Director, ABBS, the Chairperson
2. Principal, ABBS , Member
3. External Member from Academia
4. Dean, IQAC ABBS
5. One Senior faculty as nominated by the Chairperson
6. Head- Research & Member Secretary

### III. Policy on Promotion of Academic Research

A policy to promote faculty involvement in research and developmental activities is prepared and implemented. This policy will deal with the higher education of faculty members and research publication.

This policy is prepared and implemented to motivate the enrolment of faculty in Ph.D program and to declare suitable incentives for faculty members and students to publish research papers in journals, book chapters / books written and papers presented in the National & International Conferences.

#### IV. **Policy on Centre of Excellence**

The Institution shall develop and nurture Centre for Excellence in the emerging areas of research which shall be open to faculty, research scholars, students and industry persons to conduct research. It is the commitment of the Institution with an aspiration to seek funding from Governmental / Non- Governmental agencies and industry from relevant sectors. ABBS shall strive to establish Centre of Excellence funded by AICTE/ ICSSR/UGC etc

#### V. **Policy on Consultancy Projects.**

The Institution recognizes that Consultancy is an effective way to disseminate knowledge and committed to make it accessible the available faculty expertise through service to industry and society.

The Institution is socially responsible and wants to make an early and direct impact on society through consultancy, whereas maintaining balance between consultancy and the traditional roles as a teacher. All Research and Non-research consultancies are governed by the norms as described in the policy on Consultancy Projects.

#### VI. **Policy on Ethical Research**

A policy in this respect is prepared and implemented.

**VII. Establishment of Intellectual Property Rights ( IPR) Cell**

Acharya Bangalore B School – Karnataka State Council of Science & Technology (ABBS-KSCST) IP Cell has been set up to assist the researchers and inventors to get protected their inventions and intellectual properties. ABBS and KSCST have signed a Memorandum of Understanding (MoU) in this regard. MoUs like this would be facilitated to further the cause.

**VIII. Seed Capital**

Seed capital is the money invested by the Institution for starting a new project / entrepreneurial activities. This money shall be returned back to the Institute, after stipulated time in case of Entrepreneurial activities. An allocation is provisioned in the Research Budget.

**IX. Policy on Research Incentives**

Faculty members and students are encouraged by providing research incentives for publishing quality paper. The research incentives are paid two times in a year (Jan-June & July –December).

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## 2. Research Regulations

### Ph.D in Management

The MBA Department of ABBS has been recognized by the University as Ph.D Research Centre for their Ph.D Program in Management (vide Letter No: Aca-III/A1/R.C/ABBS /2021-22 Dated: 07-04-2022).

#### About the Program

The University offers two types of Ph.D program, i.e., full-time and part-time. The Ph.D Program shall be for a minimum duration of three years, including course work and a maximum of six years from the date of provisional registration.

The full – time candidate after completion of a minimum of three years and maximum of five years; and every part-time candidate after completion of minimum of four years and a maximum of six years from the date of Provisional Registration, is eligible to submit the thesis.

The women candidates and research candidates with more than 40 percent disability may be allowed a relaxation of two years for Ph.D in the maximum duration. In addition, the women candidates may be provided maternity leave / childcare leave only once in the entire duration of the Ph.D program for up to a maximum of 240 days, with fees for extension as prescribed by the University from time-to-time.

Part-time to full-time to part-time: With approval of the Doctoral Committee, a part-time may be permitted to work on full-time basis on valid grounds. Similarly, a full-time candidate may also be permitted to work on part-time basis on valid grounds. The period such registrations shall be three years from the date of changeover or four years from the date of provisional registration, whichever is earlier.

Part-time candidates shall work for at least 120 working days for the entire duration of the Ph.D Course in the ABBS research centres excluding the period of course work.

#### Admission to the Ph.D Program

The University shall notify well in advance in the University website and through advertisement in a least two national newspapers, the number of seats for admission, procedure for admission, examination centre(s) where the entrance test shall be conducted and all other relevant information for the benefit of the candidates.

The admission shall be based on the criteria notified by the University, keeping view the guidelines / norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy of the Central / State Government from time-to-time.

The eligible candidates shall submit the application in the prescribed format to the Registrar (Evaluation) / Officer designated for the purpose in response to the notification of the University, if any Ph.D candidate is found to have submitted fake records while securing admission to the Ph.D course, his / her registration shall stand cancelled without any notice and may also liable for criminal action as per the guidelines of the University.

#### **The Entrance Test**

The University conducts the entrance test and counseling to admit the candidates as per the Regulations of Ph.D Program.

#### **Eligibility Criteria and Nature of Ph.D Program**

A candidate shall work for Ph.D degree in a subject studies at the Master's Degree or related subject under a recognized research supervisor. However, a candidate may be allowed to conduct research in a subject other than one chose for the Master's Degree, provided it is of an interdisciplinary nature, with the approval of the concerned Board of Studies.

If the research topic of an interdisciplinary nature, the research supervisor may opt for a co-supervisor (not from the same department), who shall be a recognized research supervisor of the University. However, the candidate shall finalize and submit the thesis through the main supervisor.

### The Pattern of the Course Work

The credit assigned to the Ph.D course work shall be a minimum of 08 credits and maximum of 16 credits as per the university guidelines.

**Table showing the Course Work Patten**

Sl. No	Name of the Course	Contact Hrs / per week	Exam Hours	Maximum Marks			
				Continuous Assessment	Course End Exam	Total	Credits
1	Paper-I Research Methodology	04	03	30	70	100	04
2	Paper-II Core / Cognate subject	04	03	30	70	100	04
3	Paper-III Field of Specialization	04	03	30	70	100	04
4	Paper- IV Research & Publication Ethics	02	02	15	35	50	02
Total		14				350	14
Viva voce						50	

The course work for Ph.D program shall comprise of three papers of 100 marks each, viz., Paper –III Field of specialization. In addition to this, a candidate shall also work to prepare the Research Proposal under the supervision of the research supervisor. There shall also be a comprehensive viva voce for 50 marks. The internal / continuous assessment will be 30 marks for each paper.



### 3. Constitution of Research Advisory Committee

A Research Advisory Committee is hereby constituted to promote the innovative and industry relevant research to be undertaken by the faculty members of this institution with high quality research outputs with marketing potentiality. The research advisory committee constitutes of six members nominated as mentioned below:

- a. Director, ABBS, the Chairperson
- b. Principal, ABBS , Member
- c. External Member from Academia
- d. Dean, IQAC ABBS
- e. One Senior faculty as nominated by the Chairperson
- f. Head- Research & Member Secretary

#### Research Advisory Committee Regulations

- i. The research committee shall meet two times in a year (January and June).
- ii. Adhoc and emergency meetings shall be convened by the Chairperson whenever required.
- iii. The Chairperson of the research committee is empowered to monitor the activities and progress of the research activities.
- iv. The research committee will identify the thrust areas and emerging areas for research activities.
- v. The research committee will also provide guidelines to carry out the research activities and innovative practices.

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#### 4. Policy on Promotion of Academic Research

- a. The faculty members on roll but without Ph.D degree must register for doctoral program.
- b. Faculty of each department shall conduct research in focused areas.
- c. It is mandatory to publish research papers / project results in UGC CARE listed / Scopus/ WoS indexed journals.
- d. The students projects (PG / Ph.D ) must be research focused.
- e. The faculty members guiding Ph.D candidates shall be given guide incentive.

##### Targets

- i. Every faculty should publish atleast two research papers per year in reputed journals. But the minimum level of journal required is UGC CARE list.
- ii. Minimum one research paper should be published by each faculty in association with students atleast in the UGC CARE listed journals. This is in addition to two independent research papers.
- iii. One National and one International Conference should be organized every year in the Institution.
- iv. Atleast one funded project or conference / workshop/ seminar should be organized by the faculty in every two years.
- v. Each department should organize atleast one MDP / FDP every year.

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## 5. Policy on Centre of Excellence

The Institution will focus on developing and nurturing Centre of Excellence in the frontier areas of research which shall be open to faculty, students and industry persons to conduct research.

In this background, ABBS has to associate with premier bodies / institutions who are working in this area.

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## 6. Policy on Consultancy Projects

ABBS recognizes that Consultancy is an effective way to disseminate knowledge and committed to make it accessible the available faculty expertise through service to industry and society.

The Institution, as a socially responsible institution wants to make an early and direct impact on society through consultancy, whereas maintaining balance between consultancy and the traditional roles as a teacher.

### Consultancy Policy

All Research and Non-research consultancies as described in this Policy are governed by the following guiding principles:

- a) There should be demonstrable benefit to the Institution from the consultancy through income, enhanced reputation, and/or expanding the expertise of the staff member.
- b) The Consultancy must not be in conflict with ABBS Research Policy.
- c) The faculty who undertake shall ensure that there won't be any contradictions between policies such as employment, Code of Conduct, etc.
- d) The Consultancy must not be in conflict with the functions, objectives or interests of the Institution or damage the Institution's reputation.
- e) At a minimum, the salary and on-cost charges set by the Institution Management must be applied to all project budgets. All Consultancies are required to include overheads.

### Research Consultancy

A Research Consultancy exists where a faculty member provides research skills or expertise in return for remuneration from an external funder. A Research Consultancy may be the outcome of a tender or an individual negotiation.

### Non-research Consultancy

Non-research Consultancies include non-research activities performed under contract for a third party. Non-research Consultancy would include the provision of professional services to external agencies for a fee.

This would include, but not be limited to, routine laboratory and other testing of materials, devices or products, analysis of data such as market surveys, opinion surveys etc.

### **Encouragement for Consultancy**

The college provides the following benefits to staff undertaking Research or Non-research Consultancies:

- a) The revenue generated from consultancy project will be shared 60:40 between the faculty concerned and Institution.
- b) The revenue generated mentioned above strictly meant the amount unspent after settling all the bills / expenses pertaining to the consultancy project.
- c) Access to the Institution resources such as technical and administration staff equipment and telecommunications, subject to approval by the HoD or Management.
- d) Entitlements to use the Institution's name and reputation, providing it are not brought into disrepute.
- e) Ability to make reference to their Institution position and title in connection with the work.
- f) If more than one member takes up the consultancy project then 60 % amount shall be shared equally or as agreed by them.

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g) In case of any private Consultancy offered by a faculty in her/his personal capacity but that faculty member accesses any of these benefits in the course of undertaking the work will be regarded as a Research or Non-research Consultancy and subject to the conditions of this Policy.

### **Approval for undertaking consultancy projects**

All Institution approved Consultancies are required to be approved and managed in accordance with this Policy, associated documents, and other Institutional policies. Applications to conduct Consultancy are required to be approved through Faculty members must obtain written permission from the Director / Principal to undertake Consultancies.

**Conflict of Interest**

Engagement in consultancies must not create a conflict of interest, perceived or actual. Any conflict of interest, actual or perceived must be reported to the Director / Principal through Chairperson of Research Committee for resolution. A conflict of interest may arise where an employee engages in consultancies at the expense of the Institution's interests or the interests of other employees or students.

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## 7. Code of Ethics and Plagiarism Policy

### Introduction

ABBS is one among the top most renowned Arts & Science, Management and Commerce Educational Institutions in the country, where excellence is a tradition. ABBS though affiliated to Bangalore University, became autonomous in 2023. The Institution is at the forefront of higher education in India by balancing its commitment to academic excellence with emphasis on all-round development of students. ABBS has a splendid record of 15 significant years of service in the field of higher education. The curriculum promotes national development, fosters global competencies and facilitates skills training to meet the challenges of a competitive workplace.

### Plagiarism Prevention

ABBS sees many a reasons to adhere to ethical norms in research. The foremost among them is promoting quality research in search of knowledge and truth. It is equally important that prohibitions against artificially constructing, falsifying, or misrepresenting research data and curbing the practice of plagiarism will ensure quality research that contribute to find lasting solutions.

The Institution has plagiarism policy to comply to ethical standards in research. The plagiarism policy of ABBS is as follows:

Sl. No	Research publication journals	Similarity Index
1	UGC CARE listed	Below 20 %.
2	Scopus , WoS with less than Impact factor 3	Below 10 %
3	Scopus, WoS, ABDC with the Impact factor more than 3	Below 5 %

For book chapters the similarity index should be below 5 %. Turnitin software shall be used for plagiarism check.

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## 8. Establishment of Intellectual Property Rights (IPR) Cell

Acharya Bangalore B School – Karnataka State Council of Science & Technology (ABBS-KSCST) IP Cell has been set up to assist the researchers and inventors to get protected their inventions and intellectual properties. ABBS and KSCST have signed a Memorandum of Understanding (MoU) in this regard. MoUs like this would be facilitated to further the cause.

- a. The IP Cell conducts awareness programs, with the support of ABBS Management and KSCST.
- b. ABBS conducts workshop on IPRs in association with KSCST-IP Cell every year.
- c. This cell shall provide necessary support to the faculty for filing applications under IPR law such as patents, copyright; trademarks etc. Such filing is necessary to protect the value of the invention done.
- d. The Institution shall provide appropriate monetary and non-monetary incentives to those faculty members and students who get patents for their inventions.



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## 9. Seed Capital

Seed capital is the amount of money provided by the institution of starting any new research project/Business idea. Seed capital is the money needed at the initial stage of any project. It can be any research project in the area of science & technology, management, humanities etc.

In this endeavor the budget support is provided by the management. **Seed money Rs.2.00 lakhs per year** allocated in the research budget.

### Rules for grant of Seed Money

1. Financial assistance is limited to specific items of expenditure to cover a part of the expenditure on the specific budgetary items.
2. The maximum eligible funding for each project is limited to Rs.50,000/=
3. The recommendations of the Research Advisory Committee shall be forwarded to the Chairperson / Member Secretary for approval and subsequent sanctioning of grants in favor of recommended proposals by the faculty members.
4. The project duration is limited to a maximum of 12 months ( 1 year).
5. The progress report and utilization of funds shall be reported on completion of six months.
6. The whole or part of the grant that remains unutilized within the prescribed time limit should be refunded.
7. The investigators shall make a presentation of the outcome of the research before a committee constituted for the purpose.
8. On completion of the project, 2 copies of the final project report shall be submitted to the Chairperson / Member Secretary through Head of the Department after getting the scrutinized and approved by the Dean, IQAC ABBS.
9. After the completion of the projects the Awardees(s) / Investigators must publish the reports / findings in the form of scientific papers in UGC CARE listed journals or other reputed journals.
10. The seed money provided will be returned to Institution within 3 years from the funding date in case of Entrepreneurial activities.

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## 10. Incentives & Other Benefits for Faculty Members

Faculty members and students are encouraged for research publication by providing research incentives. The research incentives are paid two times in a year (Jan-June & July –December).

- a. The research incentives are paid for research publication in journals, book chapters / books written, conference papers presentation in national & international conferences.
- b. Students Faculty publications are encouraged by providing incentives as per the policy. For this, UGC CARE listed & above journals only will be considered.
- c. For conference paper presentation, on-duty can be availed by the faculty members.
- d. Faculty members while organizing the funded conferences, FDPs etc, honorarium will be paid as per the scheme document.
- e. For research publications, the incentive amount will be paid as per the category of journals like ABDC A\*, A, B, C, Scopus / WoS, UGC CARE listed and Refereed Journals with ISSN. Both print and online journals are considered for research incentive. The details of incentive scheme are mentioned below :

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	ABDC JOURNAL			D Category	E Category
	A+ Category	A Category	B & C Category	UGC Referred Journals	Referred Journals with ISSN
		Peer Reviewed Journals	Peer Reviewed Journals		
Examples	Academy of Management Review - Journal of Management with impact factor above 5	WOS/WOSS/ABDC Journals with impact factor above 3.01 up to 5	Scopus index, IEEE, WOS/WOSS/ABDC journals with impact factor up to 3	Listed in UGC care	
PRINT	₹ 1,00,000 per publication	₹ 30,000 per publication	₹ 15,000 per publication	₹ 8,000 per publication	International ₹ 2,000
ONLINE	₹ 60,000 per publication	₹ 20,000 per publication	₹ 10,000 per publication	₹ 5,000 per publication	National ₹ 1,000

BOOK	Student Faculty Publications	Paper Presentation in Conference	With ISBN & Conference Proceedings
International Publisher ₹ 5,000/-	<b>UGC CARE Listed Journals &amp; Above</b> ₹ 5,000	International	Up to ₹ 2,500/-
National Publisher ₹ 3,000/- e book ₹ 3,500/-	Shared by Student author with Faculty 1S + 1F, 2S + 1F or 3S + 1F	National	Up to ₹ 1,000/-
Book Chapter ₹ 2,000/-			

Text book	₹ 1,000/-	Ratio 75% S: 25 % F		
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Publication with Internal Faculty	
Single Author	100%
More than one Author	Equal Sharing

Publication with External Faculty	
1st Author	100%
2nd Author	50%
3rd Author	25%
4th Author onwards	NIL

### Policy Amendments

This policy will be reviewed periodically to address any irregularities and incorporate feedback from the advisory board members of the Research Centre

