

**Dr. Mahalingam College of Engineering and Technology,
Pollachi – 642003.**

Office of Dean Research & Innovation

Research Incentive Norms

❖ Revised: April 2026

Office Order	Validity
No. 260	1 st April 2026 onwards until further notice
No. 257	Jan. 2025 to Mar. 2026
No. 252	Jan. 2024 to Dec. 2024
No. 246	June 2017 to Dec. 2024

Office Order No. 260

Sub: Partial modification of the previous office order no. 257 to accommodate student consultancy revenue sharing norms to be followed – Reg.

- Ref: 1. Office Order 257 Dt. 24.02.2025
2. Office Orders 207(A) & 207(B) Dt. 26.09.2017.
3. Office Order 246 Dt. 13.09.2022
4. Office Order 252 Dt. 13.02.2024
5. Admin team Approval Dt. 05.02.2024

In continuation to the above-mentioned office order no. 257, which providing incentives for various RI related activities, Herewith, the institution will provide the incentives to students engaging in consultancy works with effect from 01.04.2026.

The following are the details of various incentives to be provided to staff and students.

A) Incentive Norms for Paper Publications

Sl. No	Description	Standard Incentive	Enhanced Incentive
1.	Publications of Papers in Scopus Indexed Journals	Rs. 3,000/-	Rs. 6,000/-
2.	Publications of Papers in SCIE Indexed Journals	Rs. 5,000/-	Rs. 10,000/-
3.	Publications of Papers in Top 25 Percentile Journals (Q1)	Rs.7,500/-	Rs.15,000/-
4.	Faculty members who are currently working in MCET who published article with MCET affiliation are only eligible for incentive.		
5.	Revised incentive will be distributed from January 2025 onwards per Calendar Year.		
6.	A published paper will be considered for enhanced incentive only if, all the eligible authors for receiving incentive as mentioned in Sl.No.7, have published more than one paper in the same calendar year. Otherwise, the paper will be considered for the standard incentive.		
7.	Author Positions eligible for incentives: <ul style="list-style-type: none">• First 6 Author Positions for Q1 Journals• First 5 Author Positions for SCIE Journals• First 4 Author Positions for Scopus Journals Incentive amount mentioned per article will be equally distributed among Maximum of First Three MCET authors, of the above-mentioned positions of Journal articles.		
8.	Norms for publications arising from Research Contingency Grant: <ul style="list-style-type: none">• Publications resulting from research contingency grant will not be eligible for enhanced incentives.• Standard incentives will be considered only if the total expenditure of the research contingency amount remains below ₹5,000 for Scopus-indexed papers, ₹10,000 for SCIE-indexed papers, and ₹15,000 for Q1 journal papers.		

B) Incentive Norms for IPR

Sl.No	Type of IPR	Description	Incentive Amount
1.	Granted Patent	1. Granted Patent with inventors and all from our institution 2. With financial support from our institution	Rs.15,000/-
		1. Granted Patent with inventors and all from our institution 2. Without any financial support from our institution	Rs.8,000/-
		Granted Patent with inventors limited to first 5 members (including members from other institutions)	Rs.6,000/-
2.	Granted Design	1. Granted Design with inventors and all from our institution 2. Without any financial support from our institution	Rs.1,000/-
		1. Granted Design with inventors and all from our institution 2. With financial support from our institution	
		Granted Design with inventors limited to first 5 members (including members from other institutions)	
3.	Registered Copyright	Applicant(s) and Author(s) should only be from "MCET"	Rs.1,000/-
4.	Registered Trademark	Registered Trademark should only be from "MCET"	Patent office Charges only

C) Norms for Sharing of Incentive for External Funded Projects

S.No.	Nature of External Fund	Range	Incentive Amount
1.	Research Funding (Proposals related to research only) (MODROBS, TNSCST projects, Seminar Grants etc., are not considered)	>50 Lakhs	Rs. 2,00,000/-
		>30-50 Lakhs	Rs. 1,00,000/-
		>20-30 Lakhs	Rs. 90,000/-
		>15-20 Lakhs	Rs. 80,000/-
		>10-15 Lakhs	Rs. 70,000/-
		>5-10 Lakhs	Rs. 50,000/-
		>3-5 Lakhs	Rs. 40,000/-
		2-3 Lakhs	Rs. 20,000/-
The above incentives are to be shared as follows			
	Description	Percentage of Share	
2.	Principal investigator & Faculty team members PI 40 %; Co-PI-30%; Other faculty team- 10%	80%	
	Department supporting staff involved in the project	15%	
	If the department supporting staff not involved in project	10% to PI & 5% to Offices	
	MCET Office (1.5%), Central Office (1.5%), HR Office (1.5%) and RI Office (0.5%)	5%	
	50% of the incentives are to be distributed upon receiving first installment and the remaining 50% are to be issued after successful submission of Utilization Certificate.		

D) a. Norms for Sharing of Faculty Consultancy Revenue

Description		Percentage of Share
Net revenue received for consultancy	Institution resources are utilized	60:40 ratio 60% to institution, 40% as incentive
	Institution resources are not utilized	40:60 ratio 40% to institution, 60% as incentive
Norms for distribution of Incentive		
Description		Percentage of Share
Faculty team members handling the consultancy		75%
Department supporting staff involved in the consultancy work		15 %
MCET Office (3%), Central Office (3%), HR Office (3%) and RI Office (1%)		10 %



D) b. Norms for Sharing of Students Consultancy Revenue

Distribution of net revenue received from student's consultancy	
Description	Share
Students involved in consultancy activity	74 %
Faculty mentor	8%
GST	18%

E) Norms for Reimbursement of Registration Fee for Online Courses

Norms
Participation in online courses only through NPTEL, SWAYAM, COURSERA platforms are considered. Yearly claim per faculty for maximum for 2 courses is Rs 2,200/-
OD will be provided to attend selective online course exams. Maximum 2 days/faculty/year
Faculty members (Experience less than 5 years) are encouraged to complete modules under National Initiative for Technical Teachers Training through online mode. NITTT modules (8 nos) incur totally Rs. 10,000 (Rs.2000 for one-time registration and Rs. 1000 for each module) for completion. Faculty members can claim 30% of total amount after first year of registration another 30% at the end of second year and remaining 40% at the end of third year. Faculty members passing the module in first attempt are eligible for claim.

Enclosure: Annexure


PRINCIPAL


To All Faculty members through respective HoDs and HoSs
Copy to: Central Office, HR Office, MCET Office, IQAC
Copy to: Associate Deans, Dean (R&I) & Vice Principal
Copy to: Office Order Book
Copy submitted to the Secretary for kind information

Annexure

Illustration for receiving incentives for Research Publications

Q1: First 6 Author Positions

Sl.No.	Position of the authors in the paper						Incentive receiving Author positions*
	1 st	2 nd	3 rd	4 th	5 th	6 th	
1.							1 st , 2 nd and 3 rd position MCET authors
2.							2 nd , 3 rd and 4 th position MCET authors
3.							3 rd , 4 th and 5 th position MCET authors
4.							4 th , 5 th and 6 th position MCET authors
5.							5 th and 6 th position MCET author
6.							6 th position MCET author

SCIE: First 5 Author positions

Sl.No.	Position of the authors in the paper					Incentive receiving Author positions*
	1 st	2 nd	3 rd	4 th	5 th	
1.						1 st , 2 nd and 3 rd position MCET authors
2.						2 nd , 3 rd and 4 th position MCET authors
3.						3 rd , 4 th and 5 th position MCET authors
4.						4 th and 5 th position MCET authors
5.						5 th position MCET author

Scopus: First 4 Author positions

Sl.No.	Position of the authors in the paper				Incentive receiving Author positions*
	1 st	2 nd	3 rd	4 th	
1.					1 st , 2 nd and 3 rd position MCET authors
2.					2 nd , 3 rd and 4 th position MCET authors
3.					3 rd and 4 th position MCET authors
4.					4 th position MCET authors



Non MCET Authors



MCET Incentive Authors



MCET non-Incentive Authors

*Maximum of First Three MCET authors

Illustration for Paper receiving Standard Incentive/Enhanced Incentive

S.No.	Category	Incentive receiving Author			Standard Incentive/ Enhanced Incentive
		1 st Author	2 nd Author	3 rd Author	
1.	Number of publications in a Calendar Year <i>(Publications jointly with other author(s), alone or same author(s))</i>	1+	1+	1+	Enhanced Incentive
2.		1+	1+	1	Standard Incentive
3.		1+	1	1+	Standard Incentive
4.		1	1+	1+	Standard Incentive
5.		1	1	1	Standard Incentive

Principal

SA-1190.

Dr. Mahalingam College of Engineering and Technology, Pollachi -03
Office of Dean Research and Innovation

Date: 14.03.2025

Note submitted for approval:

Sub: Guidelines for sharing the external funded projects and consultancy projects incentive among office staff members.

Ref: Office Order No. 257 dated 24.02.2025

With reference to the above, the guidelines for sharing the external funded projects and consultancy projects incentives among office staff members are given below:

Case 1: Sharing Incentives for external funded projects

(a) If department supporting staff involved in the project: (Total share: 5%)

Section	Percentage of Share
MCET Office	1.5%
Central Office	1.5%
HR Office	1.5%
RI Office	0.5%

(b) If department supporting staff not involved in the project: (Total share: 10%)

Section	Percentage of Share
MCET Office	3%
Central Office	3%
HR Office	3%
RI Office	1%

Case 2: Sharing Incentives for Consultancy project: (Total share: 10%)

Section	Percentage of Share
MCET Office	3%
Central Office	3%
HR Office	3%
RI Office	1%

S. Prakash
Dean RI
14/3/25

Vice Principal
14/3/25

Principal
18/3/25

Joint Secretary

Approved
Secretary
28/3/25

Ref: MCET/ R&I /Incentive/ 2024-25

Date:24.02.2025

Office Order No. 257

Sub: Revised Incentive Norms for Various R&I Related Activities – to be followed from 1st January 2025 - Reg.

Ref: 1. Office Orders 207(A) & 207(B) Dt. 26.09.2017.

2. Office Order 246 Dt. 13.09.2022

3. Office Order 252 Dt. 13.02.2024

4. Admin team Approval Dt. 05.02.2024

It is informed that, the following incentive norms are revised with effect from 1st January 2025 for various research and innovation activities carried out by the faculty members such as journal paper publications, patents, external research funding, consultancy & online course participation and are given below:

A) Incentive Norms for Paper Publications

Sl. No	Description	Standard Incentive	Enhanced Incentive
1.	Publications of Papers in Scopus Indexed Journals	Rs. 3,000/-	Rs. 6,000/-
2.	Publications of Papers in SCIE Indexed Journals	Rs. 5,000/-	Rs. 10,000/-
3.	Publications of Papers in Top 25 Percentile Journals (Q1)	Rs.7,500/-	Rs.15,000/-
4.	Faculty members who are currently working in MCET who published article with MCET affiliation are only eligible for incentive.		
5.	Revised incentive will be distributed from January 2025 onwards per Calendar Year.		
6.	A faculty member who published more than one paper in a calendar year will receive enhanced incentive as mentioned above. Those who published only one paper in a calendar year will receive standard incentive.		
7.	<p>Author Positions eligible for incentives:</p> <ul style="list-style-type: none"> • First 6 Author Positions for Q1 Journals • First 5 Author Positions for SCIE Journals • First 4 Author Positions for Scopus Journals <p>Incentive amount mentioned per article will be equally distributed among Maximum of First Three MCET authors, of the above-mentioned positions of Journal articles.</p>		

B) Incentive Norms for IPR

Sl.No	Type of IPR	Description	Incentive Amount
1.	Granted Patent	1. Granted Patent with inventors and all from our institution 2. With financial support from our institution	Rs.15,000/-
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		Granted Patent with inventors limited to first 5 members (including members from other institutions)	Rs.6,000/-
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C) Norms for Sharing of Incentive for External Funded Projects

S.No.	Nature of External Fund	Range	Incentive Amount
1.	Research Funding (Proposals related to research only) (MODROBS, TNSCST projects, Seminar Grants etc., are not considered)	>50 Lakhs	Rs. 2,00,000/-
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		>5-10 Lakhs	Rs. 50,000/-
		>3-5 Lakhs	Rs. 40,000/-
		2-3 Lakhs	Rs. 20,000/-
The above incentives are to be shared as follows			
2.	Description		Percentage of Share
	Principal investigator & Faculty team members PI 40 %; Co-PI-30%; Other faculty team- 10%)		80%
	Department supporting staff involved in the project		15%
	If the department supporting staff not involved in project		10% to PI & 5% to Office
	MCET Office, Central Office and HR Office		5%
	50% of the incentives are to be distributed upon receiving first installment and the remaining 50% are to be issued after successful submission of Utilization Certificate.		


D) Norms for Sharing of Consultancy Revenue

Description		Percentage of Share
Net revenue received for consultancy	Institution resources are utilized	60:40 ratio 60% to institution, 40% as incentive
	Institution resources are not utilized	40:60 ratio 40% to institution, 60% as incentive
Norms for distribution of Incentive		
Description		Percentage of Share
Faculty team members handling the consultancy		75%
Department supporting staff involved in the consultancy work		15 %
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E) Norms for Reimbursement of Registration Fee for Online Courses

Norms
Participation in online courses only through NPTEL, SWAYAM, COURSERA platforms are considered. Yearly claim per faculty for maximum for 2 courses is Rs 2,200/-
OD will be provided to attend selective online course exams. Maximum 2 days/faculty/year
Faculty members (Experience less than 5 years) are encouraged to complete modules under National Initiative for Technical Teachers Training through online mode. NITTT modules (8 nos) incur totally Rs. 10,000 (Rs.2000 for one-time registration and Rs. 1000 for each module) for completion. Faculty members can claim 30% of total amount after first year of registration another 30% at the end of second year and remaining 40% at the end of third year. Faculty members passing the module in first attempt are eligible for claim.

Enclosure: Annexure


Principal
A. B. S. / 16

To All Faculty members through respective HoDs and HoSs

Copy to: Central Office, HR Office, MCET Office, IQAC

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Copy submitted to Joint Secretary and Secretary for kind information

Annexure

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2.							2 nd , 3 rd and 4 th position MCET authors
3.							3 rd , 4 th and 5 th position MCET authors
4.							4 th , 5 th and 6 th position MCET authors
5.							5 th and 6 th position MCET author
6.							6 th position MCET author

SCIE: First 5 Author positions

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3.						3 rd , 4 th and 5 th position MCET authors
4.						4 th and 5 th position MCET authors
5.						5 th position MCET author

Scopus: First 4 Author positions

Sl.No.	Position of the authors in the paper				Incentive receiving Author positions*
	1 st	2 nd	3 rd	4 th	
1.					1 st , 2 nd and 3 rd position MCET authors
2.					2 nd , 3 rd and 4 th position MCET authors
3.					3 rd and 4 th position MCET authors
4.					4 th position MCET authors



Non MCET Authors



MCET Incentive Authors




MCET non-Incentive Authors

*Maximum of First Three MCET authors

Illustration for Paper receiving Standard Incentive/Enhanced Incentive

S.No.	Category	Incentive receiving Author			Standard Incentive/ Enhanced Incentive
		1 st Author	2 nd Author	3 rd Author	
1.	Number of publications in a Calendar Year <i>(Publications jointly with other author(s), alone or same author(s))</i>	1+	1+	1+	Enhanced Incentive
2.		1+	1+	1	Standard Incentive
3.		1+	1	1+	Standard Incentive
4.		1	1+	1+	Standard Incentive
5.		1	1	1	Standard Incentive


 Principal
 9/8

Ref:MCET/RI/2023-24

Date: 13.02.2024



OFFICE ORDER No. 252

Sub: Revised Incentive Norms for Intellectual Property Rights (IPR) Activities -Reg

Ref: Office Order No: 246, Dt: 13.09.2022 & Approval Dt.13.02.2024

It is hereby informed that, in partial modification of the office order referred above, the following are the revised incentive norms for Intellectual Property Rights (IPR) related activities conducted by our faculty members with effect from January 2024 onwards.

S.No	Type of IPR	CRITERIA	AMOUNT
1	Granted Patent	1. Granted Patent with inventors and all from our institution 2. Without any financial support from our institution	Rs.7000/-
		1. Granted Patent with inventors and all from our institution 2. With financial support from our institution	Rs.5000/-
		Granted Patent with inventors limited to first 5 members (including members from other institutions)	Rs.4000/-
2	Granted Design	1. Granted Design with inventors and all from our institution 2. Without any financial support from our institution	Rs.3000/-
		1. Granted Design with inventors and all from our institution 2. With financial support from our institution	Rs.2000/-
		Granted Design with inventors limited to first 5 members (including members from other institutions)	Rs.1000/-
3	Registered Trademark	Registered Trademark should only be from "MCET"	Rs.3000/-
4	Registered Copyright	Applicant(s) and Author(s) should only be from "MCET"	Rs.1000/-


PRINCIPAL


To: All Head of Departments
(with a request to inform their faculty members)
Copy to: MCET Office, HR Office & Central Office
All Deans & CHRO
Copy to : Office Order File
Copy submitted to the Secretary

Office Order No. 246

SUB: Incentive Norms for Various R&I Related Activities – Reg.

Ref: 1 Office Orders 207(A) & 207(B) Dt. 26.09.2017.

2. Secretary Office Approval Dt.12.09.2022

It is informed that, the following incentive norms for various research and innovation activities carried out by the faculty members such as journal paper publications, patents, external research funding, consultancy and training services rendered and online course participation are as follows.

A) INCENTIVE NORMS FOR PAPER PUBLICATION

Publication of papers in Scopus Indexed journals	: Rs.3000
Publication of papers in SCIE Indexed journals	: Rs.5000
Publication of papers in top 25 percentile journals (Q1)	: Rs.7500

<ul style="list-style-type: none">• Only first three author positions are eligible for incentives
<ul style="list-style-type: none">• Faculty members who are currently working in MCET and who published article with MCET affiliation are only eligible for incentive
<ul style="list-style-type: none">• Incentive amount mentioned per article will be equally distributed among maximum of three MCET authors

B) INCENTIVE NORMS FOR PATENT GRANT

Granted patent with inventors limited to 5 members and all are from our institution	Rs.7000
Granted patent with inventors limited to 5 members (including members from other institutions)	Rs.5000

C) NORMS FOR SHARING OF CONSULTANCY REVENUE



Net revenue received for consultancy	Institution resources are utilized	60:40 ratio 60% to institution 40% as incentive
	Institution resources are not utilized	40:60 ratio 40% to institution 60% as incentive
Norms for distribution of Incentive		
Faculty team members handling the consultancy		: 75%
Department supporting staff involved in the consultancy work		: 15%
MCET Office		: 5%
Central Office		: 5%

D) NORMS FOR SHARING OF INCENTIVE FOR EXTERNAL FUNDED PROJECTS

Sl.No.	Nature of external fund	Proposed incentive & Norms	
		Range	Incentive Amount (in Rs.)
1	Research Funding (Proposals related to research only) (MODROBS & TNSCST projects etc., are not considered)	Above 30 Lakh	1.0 Lakh
		>25-30 Lakh	90,000
		>20-25 Lakh	80,000
		>15-20 Lakh	70,000
		>10-15 Lakh	60,000
		>5-10 Lakh	40,000
		>3-5 Lakh	30,000
		2-3 Lakh	20,000
2	The above incentive are to be shared as follows		
	Description	% of share of incentive	
	Principal investigator & Faculty team members (PI-40%; Co-PI-30%; Other faculty team-10%)	80%	
	Department supporting staff involved in the project	15%	
	If the department supporting staff not involved in the project	10% to PI & 5% to Office	
	Office	5%	
	50% of the incentive are to be distributed upon receiving first installment and the remaining 50% are to be issued after successful submission of Utilization Certificate.		

E) NORMS FOR REIMBURSEMENT OF REGISTRATION FEES FOR ONLINE COURSES

<ul style="list-style-type: none"> Participation in online courses only through COURSERA, NPTEL, SWAYAM platforms are mandatory for every faculty (Office Order 240, Dt. 26.10.2021) for which the yearly maximum claim per faculty is revised as Rs. 1500
<ul style="list-style-type: none"> Faculty members (Experience less than 5 years) are encouraged to complete modules under National Initiative for Technical Teachers Training through online mode. NITTT modules (8 nos) incurs totally Rs. 10,000 (Rs.2000 for one-time registration and Rs. 1000 for each module) for completion. Faculty members can claim 30% of total amount after first year of registration another 30% at the end of second year and remaining 40% at the end of third year. Faculty members passing the module in first attempt are eligible for claim.
<ul style="list-style-type: none"> OD will be provided to attend selective on line course exams. Maximum 3 days/faculty/year


 PRINCIPAL


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