



# **Tribhuvan University**

## **Institute of Engineering (IOE)**

### **Faculty Research Contribution Recognition Procedure, 2025 (FRC Procedure, 2025)**

As a part of IOE faculty motivation and engineering education quality enhancement strategy, this guideline is developed as research contributors' selection procedure to yearly recognize the highest research and development contributions by IOE faculties holding PhD degrees with sufficient publications and patents, where top IOE faculties as research contributors recognizing IOE, TU will be selected and published via IOE website.

1. A contribution evaluation committee headed by Asst. Dean including two more experts shall be formed for the evaluation and recommendations. The committee shall be reformed every year if applicable where experts in the committee shall be changed in the corresponding next year.
2. On January/February of every year, a call for contribution submission notice shall be published with specified duration/deadline by the committee.
3. In the first call, all the SCIMago ranked published contributions, patents and research grants as IOE faculty shall be considered from previous years till the end of Dec. 2025. Top 10 highest ranked faculty names shall be officially recognized and published in the IOE website.
4. Top 3 research contributors for every yearly contribution recognition shall be published every corresponding next year.
5. Only research grants amount brought up as Principal Investigator (PI), National/Intl' Patents and SCIMago ranked publications under TU/IOE/Campus/Department/Centers shall be considered for evaluation based on

1<sup>st</sup>, corresponding and other author status. SCIMago Q3 and Q4 ranked journal shall be treated as same weight contributions.

6. The evaluation marks for research grants confirmed to PI shall also be included with 0.2 marks per 100K grants brought up to institute/campus/department.
7. The marking system and evaluation scheme is presented in Annex-1.
8. Top 10 contributors based on highest marks in the first call till 2025 and top 3 contributors from the corresponding next year on a yearly and cumulative contribution basis shall be recognized.
9. Only submitted contributions specified during the application notice call will be evaluated.
10. The submission should be a hard copy to be registered at dean office as per the notice and softcopy including excel sheet of patent/publication/grants summary as per specified format with evidential documents most also be sent via email at [info@ioe.edu.np](mailto:info@ioe.edu.np) or as per specified email listed by committee in the notice call.
11. The recognized faculty by IOE dean office maybe rewarded by corresponding campus utilizing its research fund as per their own scheme defined if any.
12. Individual Campus/College can separately follow this procedure to recognize their campus faculties. A campus level evaluation committee headed by Asst. Campus chief shall be formed to execute the procedure.
13. This procedure is amendable by Dean of IOE as per the necessary in the future.

## Annex - 1

Research contributions evaluation/marking schemes under IOE Centers and Campuses

Name of the Contributor/Applicant:

Name of Campus/Department/Centers:

Employee Identity Number:

Name of the PhD Degree Obtained & the Year:

*(Patent holders do not require PhD degree for application)*

Summary	Q1	Q2	Q3/Q4	Marks	Remarks
Total Publications as First Authors					$Q1 \times 1 + Q2 \times 0.7 + Q3/Q4 \times 0.5$
Total Publications as Corresponding Authors					$Q1 \times 0.7 + Q2 \times 0.5 + Q3/4 \times 0.25$
Total Publications as Other Authors					$Q1 \times 0.5 + Q2 \times 0.25 + Q3/4 \times 0.15$
Total Patents (Primary Author-1.5Q1, Corresponding Author-Q2, Other-Q3/Q4)					$Q1 \times 1 + Q2 \times 0.7 + Q3/Q4 \times 0.5$
Total research grants brought up as PI (in Rs 100K)					0.2 marks per Rs 100K
<b>Total Marks Obtained*</b>					

*\*The obtained marks of applicants will be sorted from highest to lowest order and recommend the contributors accordingly.*