



**MALLA REDDY VISHWA VIDYAPEETH**

(Deemed to be University)

## **Research Policy**

**2025**

## Contents

1. About Malla Reddy Vishwavidyapeeth.....	1
2. Scope.....	1
3. Objectives.....	1
4. Research Policy Guidelines.....	2
4.1. Ethics in Research .....	2
4.2. Trial Registration .....	2
4.3. Faculty Support and Promotions .....	2
4.4. Student Support .....	3
4.5. Training and Supervision-role of Supervisors .....	4
4.6. Doctoral Research.....	4
4.7. Collaborative research (Inter-institutional).....	5
4.8. Research Funds.....	5
4.8.1. Extramural Funds .....	5
4.8.2. Fund Management.....	6
4.9. Conflict of Interest.....	6
4.10. Research Guidelines.....	6
4.10.1. Precautions to be Taken While Choosing a Journal for Publication.....	6
4.10.2. General Guidelines for Publishing the Research Outputs .....	7
4.11. Research Misconduct .....	8

4.11.1.	Simultaneous Submission.....	8
4.11.2.	Duplicate Publication.....	8
4.11.3.	Lack of Originality .....	8
4.11.4.	Salami-slicing/publishing.....	9
4.11.5.	Data Manipulation .....	9
4.11.6.	Improper citation .....	9
4.11.7.	Missing or incomplete acknowledgements.....	9
4.11.8.	Improper Study Design or Reporting .....	10
4.11.9.	Ethics About Authorship.....	10
5.	Plagiarism Policy .....	10
6.	Intellectual Property Policy .....	11
7.	Consultancy Policy.....	11
8.	Custodian Policy and Term .....	11

## **Research Policy**

### **1. About Malla Reddy Vishwavidyapeeth**

The Ministry of Human Resource Development, Government of India, upon the recommendation of the UGC, conferred Deemed to be University status to Malla Reddy Vishwavidyapeeth (MRV) recognized under section 3 of The UGC Act, 1956, vide Notification No.9-4/2024-U.3(A) dated 07.09.2024.

Chandramma Educational Society has seven constituent units in the fields of Medicine, Dentistry, Nursing, Pharmacy, and Engineering providing quality education. MRV has state-of-the-art infrastructure and dedicated faculty with desired qualifications and professional experience. All the programmes offered in the constituent units of the MRV are duly recognised by the respective statutory bodies.

### **2. Scope**

MRV encourages its faculty members, research scholars, interns, and students to undertake research activities in their respective domains. This policy is also applicable to faculty and students on campus under exchange programs, faculty appointed on contract basis, visiting scientists, and other relevant stakeholders. It aims to provide a comprehensive framework for all research activities ensuring that all stakeholders are supported through policies.

### **3. Objectives**

- a. Ensure that all researchers are familiar with and adhere to the research policies and guidelines.
- b. Identify and prioritise key research areas for MRV.
- c. Provide the necessary infrastructure and resources for research activities.

- d. Maintain the highest standards of integrity, ethics, and honesty in research in conformance with the national and international standards.

#### **4. Research Policy Guidelines**

##### **4.1. Ethics in Research**

All researchers are required to uphold the highest levels of honesty, integrity, and ethical standards. Research must be approved by the Scientific Review Committee (SRC) and the Institutional Ethics Committee (IEC) to ensure adherence to ethical norms, including the welfare and safety of participants. No research may commence without prior ethical clearance from the IES or Institutional Animal Ethics Committee (IAEC). All approved projects must be reported to the Directorate of Research, MRV through the respective heads of constituent colleges or schools. Compliance with the Code of Ethics for Research Policy is mandatory, ensuring strict adherence to all applicable regulations, guidelines, and institutional directives.

##### **4.2. Trial Registration**

All clinical trials must be registered prospectively with the Clinical Trials Registry of India (CTRI) before enrolling the first participant. The principal investigator and corresponding author are responsible for maintaining compliance with documentation standards. Investigator initiated studies also need to update their studies in CTRI.

##### **4.3. Faculty Support and Promotions**

Faculty members are required to engage in high-quality research demonstrated by impactful publications in reputed Scopus or Web of Science indexed journals/ books series, conference proceedings and trade publications. They shall also present their research findings in national and international conferences. Faculty promotions, annual

increment and research incentives will be linked to the quality of research outputs, particularly publications and research grants.

Support provided for research:

- a. Seed funds for innovative, inter-disciplinary, multi-disciplinary and trans-disciplinary research to permanent faculty members of MRV as outlined in the Seed Money Grant for Research and Development Policy.
- b. Seed Funding for individual projects, subject to the project's merit, will be sanctioned within the range of **one to ten lakh rupees**, adhering to the prescribed formats (**Annexure I A-E**).
- c. Faculty presenting papers in national or international conferences are eligible for reimbursement of registration fees and travel allowances, with maximum amounts up to ₹30,000 for national/ international conferences (within India) and up to ₹50,000 for international conferences (outside India and presenting one paper per faculty for one conference per year). In case of local conference etc., only registration fees will be paid and academic leave granted. (**Annexure-II**).
- d. No DA will be paid and faculty members will be granted academic full pay duty leave.
- e. Incentives for research publication. (**Annexure- III**).

#### **4.4. Student Support**

The MRV provides research assistance for postgraduates and doctoral students undertaking additional research projects beyond mandatory requirements. PhD fellowships are offered based on funding availability. Recipients of research support must acknowledge MRV in related publications. Exceptional candidates may receive additional

funding for research in advanced areas, and student research mentorship programs are encouraged.

#### **4.5. Training and Supervision-role of Research Supervisors/ PhD guide**

Research Supervisors / PhD guide is expected to mentor students effectively, ensuring excellence, integrity, and adherence to ethical research practices. Responsibilities include:

- a. Informing students about academic integrity and ethical conduct requirements.
- b. Providing access to relevant regulatory frameworks and research documents.
- c. Ensuring proper data handling and publication ethics.
- d. Adhering to guidelines on authorship and intellectual property rights.
- e. Maintaining compliance with safety protocols for hazardous research activities.

Visiting scholars and interns from other organisations may also pursue research at the MRV, subject to departmental resources and infrastructure availability.

#### **4.6. Doctoral Research**

As per the PhD policy, doctoral programs are offered across all departments in compliance with UGC regulations. Research Supervisors/ PhD guides are responsible for ensuring the following:

- a. The production of high-quality theses and publications that meet academic and ethical standards.
- b. Proper attribution of all research outcomes and publications to MRV.
- c. Filing of patents through MRV for any innovations or intellectual property resulting from doctoral research.
- d. Allotting innovative thesis topics and bringing out at least three research papers.

The detailed information is mentioned in **MRV PhD policy**.

#### **4.7. Collaborative research (Inter-institutional)**

Collaborative research involving multiple departments or institutions must designate a Principal Coordinator (PC) to oversee responsibilities. Collaborating institutions must comply with the MRV's research policy and regulatory guidelines. Roles, financial terms, and intellectual property rights must be agreed upon and documented before project initiation.

#### **4.8. Research Funds**

The MRV supports securing research funds through external grants from various governmental (including ICMR, DBT, DST, and DSIR etc.) and non-governmental agencies (like private funding agencies, industries, Trusts and Societies). Principal Investigators (PIs) must ensure that research funds are used accordance with the laid-out policy of the funding agency as well as MRV. All publications arising from funded research, including seed grants provided by the MRV, must acknowledge the funding source.

##### **4.8.1. Extramural Funds**

MRV encourages staff to secure research grants from external funding agencies. Researchers meeting eligibility criteria shall apply for such funding, through proper channel with proposals recommended by the department head, the institutional SRC and the Head of Institution. Travel expenses for presenting proposals to funding agency committees are supported by MRV; however, travel for progress reports must be covered by the project budget.

PIs must categorise project budgets into:



- **Non-recurring expenses** (e.g. equipment and accessories).
- **Recurring expenses** (e.g. consumables, manpower, travel, contingencies, and overheads).

Equipment and accessories purchased through the project become MRV property post-completion and should be accessible to other researchers.

#### **4.8.2. Fund Management**

The MRV is responsible for the financial and administrative management of research grants. Funds are maintained in the MRV's bank account unless the granting agency requires a separate account. The Finance Office manages audited statements and utilisation certificates. PIs are required to ensure the submission of all necessary documentation, and all agreements with funding agencies must explicitly include the names of the MRV and the respective PIs. A final grant completion report, detailing outcomes, milestones, and utilisation certificate are required.

#### **4.9. Conflict of Interest**

Researchers must disclose any conflicts of interest that could influence decisions or judgments related to their research. Failure to declare conflicts, whether intentional or accidental, will result in disciplinary action, and an erratum may be required for affected publications.

#### **4.10. Research Guidelines**

##### **4.10.1. Precautions to be taken while choosing a Journal for Publication**

- a. Ensure the journal aligns with your research topic and methodology. Verify its target audience and whether it supports interdisciplinary research if needed.

- b. Look for well-known publishers or journals with a credible track record. Avoid predatory journals that charge exorbitant fees without proper peer review.
- c. Ensure the journal is indexed in reputable databases like Scopus or Web of Science. Consider its impact factor or other metrics to gauge its influence in the field.
- d. Confirm the journal uses a robust peer-review system for quality assurance. Avoid journals with suspiciously fast review processes or no peer-review details.
- e. Check if the journal charges article processing fees and whether they are reasonable. Verify if it offers open access and complies with funding body requirements.
- f. Ensure the journal adheres to ethical guidelines, such as COPE (Committee on Publication Ethics). Check for transparency in editorial practices and conflict-of-interest disclosures.
- g. Look out for red flags of a predatory journal like aggressive email solicitations, lack of indexing, or missing editorial board details. Use tools like Beall's List or consult colleagues for advice.

#### **4.10.2. General Guidelines for Publishing the Research Outputs**

- a. Obtain consent from all authors before submission, ensuring their agreement to be listed as authors and that their contributions are original and plagiarism-free.
- b. Arrange the names of authors in the order of their contributions to the research, giving credit appropriately based on their level of involvement.
- c. When the manuscripts are communicated for publication that arises from the student research, the student researchers are listed as first authors and PI/Guide shall be listed as corresponding author.

- d. Provide a copy of the final published work to the office of the Directorate of Research, MRV.
- e. Publications from any constituent college of MRV must also include "Malla Reddy Vishwavidyapeeth" as the institutional affiliation along with their respective institute's name.

#### **4.11. Research Misconduct**

##### **4.11.1. Simultaneous Submission**

Submitting the same manuscript to multiple journals simultaneously is prohibited. Manuscripts must be documented with the MRV Publication Management Committee before submission. If simultaneous submission is detected, the authors will face disciplinary action.

##### **4.11.2. Duplicate Publication**

Duplicate submissions are monitored by the MRV Publication Management Committee. If inadvertent duplicates occur, an investigation will be conducted. Guilty authors must withdraw the duplicate paper and face disciplinary action.

##### **4.11.3. Lack of Originality**

The submitted work must be original and unpublished in any form. The reuse of material must be transparent to avoid concerns about self-plagiarism or text recycling. Authors should explicitly disclose expansions of prior work.

#### **4.11.4. Salamislicing/publishing**

Dividing a single study into multiple smaller papers to inflate the number of publications, also known as “salami publishing,” distorts the integrity of the research and misrepresents the study’s significance.

#### **4.11.5. Data Manipulation**

Fabricating or manipulating data, including image-based manipulation is considered severe research misconduct and will result in strict disciplinary action. PIs must securely store all research records, including raw data, for an extended period after publication. An MRV committee, led by the Registrar and Director of Research, investigates allegations of misconduct.

#### **4.11.6. Improper citation**

Articles must cite appropriate and relevant literature in support of the claims made. Excessive and inappropriate self-citation or coordinated efforts among several authors to collectively self-cite is strongly discouraged.

#### **4.11.7. Missing or incomplete acknowledgements**

Using other’s data, text, or theories without proper acknowledgement, whether through near-verbatim copying, summarising, or paraphrasing, constitutes intellectual theft. Proper citations, quotation marks, and permissions for copyrighted material are mandatory. Failure to appropriately credit sources, collaborators, or institutions can lead to disputes and a lack of trust in the work. Proper acknowledgement is essential for transparency.

#### **4.11.8. Improper Study Design or Reporting**

Research must adhere to discipline-specific standards for acquiring, selecting, and processing data. Deviations, if justified, must be explicitly disclosed.

#### **4.11.9. Ethics About Authorship**

MRV adheres to the International Committee of Medical Journal Editors (ICMJE) criteria for authorship, requiring contributors to meet the following conditions:

- a. Significant contributions to the research design, data acquisition, analysis, or interpretation.
- b. Involvement in drafting or critically revising the manuscript.
- c. Final approval of the manuscript for publication.
- d. Accountability for all aspects of the work.

Authors must ensure all contributors are appropriately credited, and unethical practices like guest, ghost, or gifted authorship are discouraged. Department heads should foster ethical publication practices, and MRV promotes awareness through regular workshops. Reports of unethical authorship can be confidentially submitted to the Director of Research for investigation.

### **5. Plagiarism Policy**

MRV follows the UGC regulations (2020) on promoting academic integrity and preventing plagiarism. Faculty and students have access to Turnitin software for checking similarities with existing published work. All documents must undergo a plagiarism check before submission.

## **6. Intellectual Property Policy**

The MRV follows its established Intellectual Property Rights (IPR) policy.

## **7. Consultancy Policy**

The MRV encourages faculty and staff to engage in consultancy activities that align with its mission and expertise across various disciplines. These activities foster collaboration between academia and industry, addressing societal and industrial needs while enhancing institutional reputation and generating additional revenue. Consultancy opportunities include advisory services, research, clinical expertise, and training programs.

All consultancy proposals require prior approval through a structured process involving the Directorate of Research and the university's Consultancy Cell. Revenue generated from consultancy is shared between the consultant(s) and the university, with provisions for both individual and departmental projects. IPR arising from these activities will be governed by mutually agreed terms, ensuring compliance with ethical standards and legal frameworks. Regular monitoring, reporting, and adherence to professional ethics are integral to the consultancy framework to maintain quality and integrity.

This policy will be reviewed periodically to remain aligned with emerging trends and institutional priorities, ensuring the university remains a hub of innovation and applied expertise.

## **8. Custodian Policy and Term**

The implementation and updating of the Research Policy shall be carried out by the Directorate of Research, MRV. The Research Policy shall include a Research Advisory Board that will operate under the leadership of the Vice-Chancellor and Director of

Research of MRV. The Research Advisory Committee will provide administrative support, guidance, and advice on matters related to research. MRV Research Policy shall be amended from time to time on a need basis.