



**MALLA REDDY
VISHWAVIDYAPEETH**
(Deemed to be University)

Research Policy
(Version 1)

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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), recognised under section 3 of the UGC Act, 1956, vide notification no. 9-4/2024-U.3(A) dated 07.09.2024.

The Chandramma Educational Society comprises seven constituent units, spanning the fields of Medicine, Dentistry, Nursing, Pharmacy, and Engineering, and provides quality education. MRV also has seven distinct schools of eminence offering new-age interdisciplinary cutting-edge programs with state-of-the-art infrastructure and dedicated faculty with the desired qualifications and professional experience. The respective statutory bodies duly recognise all the programmes offered in the constituent units of the MRV.

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 a 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 proper ethical clearance from the IEC 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 centres. 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/book series, conference proceedings, and trade publications. They shall also preferably present their research findings in the University's Continuing Medical Education forums, seminars, and at National and/or International conferences. Faculty promotions, annual increments, and research incentives will be linked to the quality of research outputs, particularly publications and research grants.

Support provided for research:

- a. Seed grants for innovative, inter-disciplinary, multi-disciplinary, and trans-disciplinary research to permanent faculty members of MRV as outlined in the Seed Grant Policy for Research and Development.
- 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 of Seed Grant Policy)
- 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 a local conference, etc, only registration fees will be paid and academic leave granted.

- d. No DA will be paid, and faculty members will be granted academic full pay duty leave.
- e. Incentives for distinguished research accomplishments, including publication, book, book chapters, patents, collaborations, research funding, and acquiring additional qualifications.

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 guides

Research Supervisors/PhD guides are 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 four research papers.

The detailed information is available in the **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 in 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. MRV has a dedicated research corpus as part of its strategic policy to strengthen institutional research capacity, support interdisciplinary innovation, and promote sustainable scientific advancement.

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 the 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, overheads).

Equipment and accessories purchased through the project become MRV's 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 a utilisation certificate, is required. All research fund allocations shall be disbursed only upon the approval of the Vice Chancellor.

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 a corrigendum 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 the PI/Guide shall be listed as the 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 Cell 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 Cell. 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. Salami-slicing/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 are strongly discouraged.

4.11.7. Missing or incomplete acknowledgements

Using others’ 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 that all contributors are appropriately credited and that unethical practices such as ghost or guest/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 Directorate of Research for investigation.

5. Plagiarism Policy

MRV follows the UGC regulations (2018) on promoting academic integrity and preventing plagiarism. Faculty and students have access to iThenticate 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 Industry Academia 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 of Policy and Terms

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 University Research 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.