

# RESEARCH POLICY

**D Y Patil**  
(Deemed to be)  
**University**  
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## 1 PREMABLE

Research is a serious academic activity with a set of objectives to explain or analyse or understand a problem or finding solution(s) for the problem(s) by adopting a systematic approach in collecting, organizing and analyzing the information relating to the problem.

Scientific research plays a great role in the University premises. Probably, the words research and University go hand in hand. This policy has been designed to sensitize, enhance and promote research at all the levels of the University set up.

The policy shall serve as an overall framework within which research activities may be carried out.

## 2 OBJECTIVES

This research and publication policy provide a broad framework to guide scholarly research with the following objectives:

1. To create and promote a culture of research among the faculty, students (graduate and post-graduate) and research scholars.
2. To identify research areas and specify research topics of academic, practical and socially relevant significance.
3. To enhance research sphere of the students (graduate and post-graduate) in order to make them ready for global platform of the knowledge.
4. To promote the innovations, patents and translational research in healthcare.
5. To organize seminars / symposia / workshops / conferences on research topics and training programmes in research methodology.
6. To ensure quality, integrity and ethics in research.
7. To facilitate and guide for publication of reports submitted by the research scholars.
8. To promote publication of research findings in quality journals indexed in PubMed / Scopus / Web of Science / WHO or other indices having good impact factor and in appropriate media.
9. To create a knowledge pool and research idea library within University premises.
10. To bring about an annual/periodic compendium of abstracts/papers presented by the staff and students in various seminars / conferences / workshops.
11. To serve as a facilitator providing professional guidance, technical support and recommendation for financial assistance.
12. To promote interdisciplinary collaborations and partnerships in the departments and institutions both nationally and globally.

## 3 CUSTODIAN OF POLICY

The implementation and updating of Research Policy shall be carried out by the Vice-Chancellor of the University and Dean, D Y Patil School of Medicine, Navi Mumbai.

The Research Policy shall have a research advisory body (Research Society) to function under the Dean and administration, to assist and advise in matters related to research within the institute.

## 4 POLICY AND GUIDELINES

## 4.1 Undertaking Research

Faculty members of departments of D Y Patil School of Medicine and Hospital are expected to undertake research, leading to quality publications, presentations in National / International conferences of repute, generation of Intellectual property with potential for commercialization, socially useful outcome and other similar research activity.

## 4.2 Obligations of Researcher

All researcher involving in biomedical research shall comply with the ethical principles set forth in the Declaration of Helsinki, Ethical Guidelines for Biomedical Research on Human Subjects laid down by the Indian Council of Medical Research (ICMR), and the principles of Good Clinical Practice (GCP). Favourable approval from the Institutional Ethics Committee (IEC) need to be obtained before starting any study related procedures in human participants.

All research involving new drugs shall be followed as per the “New Drugs and Clinical trials Rules, 2019” of the Drugs and Cosmetics Act, 1940 (23 of 1940).

The researcher is required to register all clinical studies involving new drugs with the clinical trials registry of India on [www.ctri.nic.in](http://www.ctri.nic.in) as per the Drugs and Cosmetics Rules.

Obligations of faculty and researchers (including post-graduate and Ph.D researchers) research output will be considered one of the criteria for faculty recruitment and promotion along with other academic responsibilities.

## 4.3 Research Management

Overall management of research activities may be coordinated by Institutional Review Board (IRB) appointed by the Dean and under guidance of the of the Vice-Chancellor of the University.

IRB shall be responsible for overall functioning of research activities within the institute.

Each department research activities will be coordinated by head of the department (HOD) or the nominations from the department.

## 4.4 Research Society

A Research Society of the D Y Patil University School of Medicine shall be constituted and registered with the applicable regulatory / legal bodies of the state / central government.

The main objectives of the research society shall be:

1. Promote research by faculty and students of the institute.
2. Promote research collaboration with external agencies and organizations.
3. Organization of working groups and research groups.
4. Provide support to academics and research students in pursuing research excellence.
5. Assistance in education and training programmes.
6. Advance knowledge in academia and transfer knowledge to the relevant stakeholders.
7. Conduct annual conference of the institute to facilitate research communication.

8. Publish an official Scientific Journal of the research society of the institute to help research communication.
9. Publish relevant newsletter in various specialities.
10. Disseminate research outputs scientifically, rigorously, and ethically and to ensure that the outputs carry practical impact and meaningfulness to the target populations.

#### 4.5 Research Advisory

All the research projects shall be routed through the Research Society.

The funds for all sponsored/funded projects shall be routed through the research society with 10% amount of the total research fund as institutional overhead charges.

#### 4.6 Academic Dishonesty and Disciplinary Committee

It is expected that each member involved in research – faculty, researchers and postgraduate researchers - will adhere to highest ethical standards of conduct.

Highest ethical standards of conduct include data integrity, adhering to ethical guidelines, given from time to time, for carrying out research.

Each faculty member and researcher shall follow academic honesty in his/her research work. Faculty and researchers shall be careful not to fall prey to academic dishonesty.

A disciplinary committee, on instruction of the Dean, D Y Patil School of Medicine, Navi Mumbai, shall be formed in order to carry out inquiry when academic dishonesty is reported against an individual/group. Suitable disciplinary action may be initiated, if found guilty, against such individual/group.

#### 4.7 Resources for Research Support

The institute and the University provide intramural funding through seed money based on the quality and impact of research.

University will extend facility by supporting publication charges, where manuscripts are communicated to quality journals. Such requests will be scrutinized through an Institutional Review Board (IRB) appointed by the Dean.

The institution shall facilitate awareness regarding potential funding.

The institution may also provide additional manpower in departments with higher research intensity and research output, depending on specific justifiable requirements while adhering to regulations of statutory agencies.

#### 4.8 Research Consultancy

University encourages its faculty to undertake consultancy project from the industry and academia. Research consultancy from health care industry, technical industry and food industry is encouraged. Proposal of the research consultancy shall be reviewed by the Research Society.

#### 4.9 Recruitment and Promotion

The institute shall recruit such faculty members and researchers who have demonstrable/demonstrated capability in research. Faculty promotion may significantly depend on research undertaken.

The quality of research output, especially research publications, may be assessed on the established yardsticks such as Impact Factor (IF) and which will be revised from time-to-time as appropriate.

## 5 COLLABORATIVE RESEARCH

### 5.1 Interdisciplinary Research

Interdisciplinary Research shall be promoted with national and international agencies and organizations. This may include both government, non-government organizations and universities.

### 5.2 Interdepartmental Research

Interdepartmental research to be promoted across all departments to facilitate high impact research and generate funds.

### 5.3 Exchange Programs for Research

Exchange programs for research by faculty and students shall be promoted and supported by the university.

## 6 STUDENT RESEARCH

To enhance quality research output, student mentorship / internship shall be facilitated to encourage undergraduate / postgraduate students to pursue research activities leading to tangible output.

## 7 QUALITY OF PUBLICATIONS

The research carried out in university system should be of good quality adhering to highest standards of ethics. In order to recognize the research contribution, institute encourages publications in journals indexed in PubMed / Scopus / Web of Science / Copernicus.

Institute may revise such policy as deemed necessary in future based on the applicable regulatory and research framework.

## 8 ETHICS IN RESEARCH (DATA INTEGRITY AND MANAGEMENT)

All research involving human participation need to be reviewed and approved by the Institutional Ethics Committee (IEC) of D Y Patil Medical College, Hospital and Research Center.

### 8.1 Plagiarism in Research

Plagiarism in research shall be unacceptable and discouraged at all levels. The Research Society, the institution and the University Research Cell shall ensure the integrity and ethics in research.

- Level 0: Similarities up to 10% - Minor similarities, no penalty.
- Level 1: Similarities above 10% to 40% - Researcher shall be asked to submit a revised script within a stipulated time.
- Level 2: Similarities above 40% to 60% - Such researcher shall be debarred from submitting a revised script within a stipulated time.
- Level 3: Similarities above 60% - Such researcher shall be subjected to disciplinary action.

## 9 INTELLECTUAL PROPERTY AND COMMERCIALIZATIONS

Please refer to Intellectual Property Policy of the Institute/University.

All the faculties and students are encouraged to conduct innovative research and the Institution and University shall support the faculty and students to file their patents. All patent filling expenses are taken care by the institution and/or University.

## 10 RESEARCH INCENTIVE POLICY

Revised research incentive policy to be implemented as revised from time to time.

University and institution have provision of giving incentives for outstanding research projects. Incentives are given in the form of monetary benefits, awards, prizes or promotions.

Incentives shall be given based on the recommendation of the research society.

## 11 PERIODIC REVIEW OF RESEARCH OUTPUT

Periodic review of research output shall be carried out by the Institutional Review Board (IRB) and provide such information to Office of VC and head of institution periodically (preferably 6 monthly) for assessment and required corrective actions, if any.

## 12 POLICIES FOR PUBLICATIONS

Institute affiliation in the publication must be D Y Patil School of Medicine.

Applicable only for papers published in Science Citation Index (SCI) Journals and journals indexed in PubMed/Scopus/Web of Science/Copernicus.

Faculties are asked to publish joint research papers with experts from other institutions / industries.

Support for Plagiarism check and manuscript formatting / development shall be provided as appropriate by the institute.

### 12.1 Publication of Faculty Research

All faculty are encouraged to publish their research results in the journals indexed in PubMed/Scopus/Web of Science/Copernicus and in the Institute/University journal.

Research results to be published as early as possible preferably within 6 months of completions of study and analysis of data.

Publication support may be provided by the institute/university as appropriate based on the quality of research work and applicability of research output.

## 12.2 Publication of Post-Graduate Dissertations and Ph.D Thesis

All head of departments, post-graduate guides and Ph.D guides are required to ensure that the research results of the dissertation/thesis work is published within 6 months of publication of the dissertation/thesis.