

Ref: MAHE/REG/CIR-(T)

Date: June 7, 2023

## CIRCULAR


**Sub: Policy on Publication Ethics and Research Conduct – Reg.**

Manipal Academy of Higher Education (MAHE), Manipal, in anticipation of approval of the Executive Committee, has formulated a policy on **Publication Ethics and Research Conduct**.

The details of the policy are made available as Annexure for your information, records and dissemination to all concerned.

This will be applicable to all the constituent Units / Departments / Centres of MAHE, including all research centers of MAHE and will come into force with immediate effect.

This policy supersedes earlier policy on Academic Dishonesty and Plagiarism.

  
**Dr. P. Giridhar Kini**  
Registrar

**To:**

- ❖ Heads of Constituent Units, Centres of Excellence and MAHE Teaching Departments, MAHE, Manipal

*Copy for necessary action to:*

- Director – Research, MAHE, Manipal
- Director – Finance | HR, MAHE, Manipal
- Deputy Director, Centre for Doctoral Studies, MAHE, Manipal – *please forward this to all research Centres*

*Copy for information to:*

- Pro Chancellor | Vice Chancellor | Pro Vice Chancellors, MAHE, Manipal
- Chief Operating Officer – Operations, MAHE, Manipal
- Registrar – Evaluation, MAHE, Manipal
- Deputy Registrar Academics, MAHE, Manipal
- Director(s) – Planning & Monitoring | Quality | Compliance, MAHE, Manipal
- EC file

*Encl: as above*

## **Policy on Publication Ethics and Research Conduct**

(With effect from 7<sup>th</sup> June 2023)

### **Preamble:**

Research is paramount for progression of science and promotion of societal development, that takes place primarily in universities, research centers and industry. Scientific misconduct relates to data fabrication, falsification, plagiarism, or any other practice that seriously deviates from those commonly accepted within the national and international scientific community, either in conducting or reporting research.

Manipal Academy of Higher Education (MAHE) is committed to academic excellence and high standards of ethical conduct in Research and Scientific work.

### **Objectives:**

- To adhere to the highest national and international standards of good scientific conduct in research
- To follow best practices and maintain Research Integrity

### **Responsibilities:**

It is the responsibility of all the authors to maintain ethics, when

- Conducting research
- Publishing scientific work
- Presenting papers in a conference / seminar, etc.
- Carrying out collaborative work outside MAHE. MAHE authors are also expected to ensure that collaborating authors follow ethical guidelines.

### **Disciplinary Actions:**

- Scientific misconduct by Researchers

University Grants Commission (UGC), New Delhi has published regulations on Academic Integrity ([https://www.ugc.gov.in/pdfnews/7771545\\_academic-integrity-Regulation2018.pdf](https://www.ugc.gov.in/pdfnews/7771545_academic-integrity-Regulation2018.pdf)). MAHE adheres to the UGC guidelines for promotion of academic integrity and prevention of scientific / research misconduct.

In case of any scientific / research misconduct, Vice Chancellor (VC) / Pro Vice Chancellor (PVC) / Registrar, MAHE will appoint an enquiry committee with the following members to investigate the matter.

- Pro Vice Chancellor – Chairman
- Director Research / Dy Director Research (Coordinator)
- MAHE Researchers with good publication record – member
- Subject Experts from within / outside MAHE – member
- Any additional member nominated by VC/Pro VC, as appropriate

The committee will investigate the matter thoroughly and identify the level of scientific misconduct as below.

Sl. No	Enquiry findings	Actions recommended
1	Mild	Warning (if it is due to ignorance) and an undertaking to uphold ethical standards. <b>Or</b> <ul style="list-style-type: none"> <li>• Increment for one (01) year will be stopped</li> <li>• New PhD scholar will <b>NOT</b> be allotted for one (01) year</li> <li>• Cannot apply for any new grant (PI or Co PI) for next one (01) year</li> <li>• No publication incentives for one (01) year, from the date of recommendation</li> </ul>
2	Medium	<ul style="list-style-type: none"> <li>• Increment for three (03) years will be stopped</li> <li>• New PhD scholar will <b>NOT</b> be allotted for three (03) years</li> <li>• Cannot apply for any new grant (PI or Co PI) for the next three (03) years</li> <li>• No publication incentives for next three (03) years, from the date of recommendation</li> </ul>
3	Severe	<ul style="list-style-type: none"> <li>• Increment for five (05) to seven (07) years would be stopped</li> <li>• New PhD scholar will <b>NOT</b> be allotted for five to seven years</li> <li>• Cannot apply for any new grant (PI or Co PI) for the next five (05) to seven (07) years</li> <li>• No publication incentives for the next five (05) to seven (07) years, from the date of recommendation</li> </ul>

- Scientific misconduct by Student *UG / PG / PhD (Pursuing/graduated)*
  - The committee appointed by Pro-VC (with members as above) will conduct the enquiry.
  - Recommendations of the committee will be implemented.

**Note:** If scientific misconduct affects the community at large – legal action will be initiated as per the law of the land.

#### **Authorship in Publications:**

Matters related to authorship issues will be dealt by the respective departments / institutes. A committee appointed by the respective Head of the Institute / Department with the following members will scrutinize authorship, affiliations, acknowledgement, suitability, improvement, and other issues.

- Head of Institute/Department – Chairman
- Institutional Research Coordinator – Coordinator
- Directorate of Research representative – University Representative
- External member nominated by DoR, as appropriate

This policy may be amended from time to time as per the requirements and circumstances.

  
REGISTRAR