

# PUBLICATION POLICY

## ➤ Introduction

Sumandeep Vidyapeeth Deemed to be University (SVDU) is a Healthcare Institution. Continuous research projects have been going on in order to generate new products, drug mechanism, new therapy, clinical, and epidemiological research by the students, faculty and the research scholars with the financial assistance provided by the Institution or the Govt. and non-Govt. funding agencies. SVDU is required to report annually on its research publications and income. This information is also reported to the Govt. Accreditation agencies as part of its institutional assessment of the quality of research being undertaken at Institution. Information on research activity is collected and maintained by the Institution's Research Cell and information about SVDU research publications is available in various indexed online /offline Journals. Academic staff members report their research activity information to the SVDU and these data are verified, maintained and monitored for compliance with SVDU specifications.

The Institution recognizes that all academic staff as well as faculties and discipline areas have a responsibility to ensure that the research publication and other outputs meet appropriate quality standards and support the Institution's strategic directions. It is also necessary to comply with recent policy changes announced by the SVDU from time to time. All the researchers must submit research paper to the institutional Research Cell as soon as possible after the paper is accepted for publication in order to record it at Institution level and to assess the Institution on the ground of research activities annually.

## ➤ Terms, Definition and Synonyms

- a) **Accepted Manuscript** - is the version of an article that has been accepted for publication and which may include any author-incorporated changes suggested through peer review.
- b) **Scholarly peer review** - is the process of subjecting an author's scholarly work, research, or ideas to the scrutiny of others who are experts in the same field, before a paper describing this work is published in a journal, conference proceedings or as a book.
- c) **First Author**-is usually the person who has made the most significant intellectual contribution to the work, in terms designing the study, acquiring and analyzing data from experiments, and writing the manuscript.
- d) **Corresponding Author**-is the individual who, when working on a paper with multiple authors, takes primary responsibility for communicating with the journal.
- e) **H-index**- It was invented by Jorge Hirsch in 2005, which denotes numerical indicator to how productive and influential a researcher is. It reflects an author-level metric that attempts to measure both the productivity and citation impact of the publications of a scientist or research scholar.

The h-index is calculated by counting the number of publications for which an author has been cited by other authors at least that same number of times.

For instance- h-index of 12 means that the scientist has published at least 12 papers that have each been cited at least 12 times.

f) **i10- index**- number of publications with at least 10 citations.

g) **The impact factor (IF) of Journal**- is a measure of the frequency with which the average article in a journal has been cited in a particular year. It is used to measure the importance or rank of a journal by calculating the times its articles are cited.

## ➤ **Purpose**

This policy forms part of the Institution's governance framework for the management of research outputs. It outlines responsibilities with respect to approvals and roles, and informs procedures and guidelines related to the recording and management of the Institution's research outputs. The policy is to ensure that the Institution meets its requirement of research activity according to the various accreditation and statutory councils of Medical, Dental, Pharmacy, Physiotherapy and Nursing etc.

➤ **Scope**

- The publication policy provides scope to the Institution in improving the profile of Institution across the globe with high-impact research,
- Encourage researchers to publish their research outputs in reputed, high impact factor journals,
- Increases research profile, citation, H-index and impact factor of the Institution at National and International level,
- Provides the scope of maintaining the research data of all researchers in the Institution in a systematic format which makes the Institution to evaluate its position every year in terms of research activity and innovation.

➤ **Policy Statement:**

The SVDU is responsible for ensuring the integrity and accuracy of the Institution's research data for the purposes of providing internal and external jurisdictional reports. Faculties, Students and research Scholars of SVDU have a responsibility to ensure that the research publication outputs meet appropriate definition and quality standards. The SVDU is responsible for compiling the norms of UGC, NAAC and other Funding agencies in order to put itself in the list of high rank Institution.

Research Cell rewards specified incentives to the researchers as per the research incentive policy for motivation and inspiration for more intensive research and development.

Research Cell shall maintain all the data, records and documentation regarding publication and projects of the constituent institutes.

➤ **Responsibilities**

All Institution staff members are required to report the final version of their research publication outputs as outlined in this policy. Faculties are responsible for ensuring that the research outputs shall be submitted to the Research Cell for record soon after acceptance and/or publication.

➤ **Reporting**

In case of any dispute and misinterpretation or misunderstanding pertaining to the publication policy, matter can be reported to the Research Cell for the resolution.

➤ **Records Management:**

All records and documents pertaining to the research papers shall be maintained by the Research Cell in the soft and hard copies. All the records shall be maintained and managed by the Cell for the period of five years.

➤ **Related Legislation and References:**

The publication policy shall consider any updates as received by the UGC, and NAAC.

➤ **Policy Administrator:**

This policy shall be administered and by the Director Research Cell. In case of any dispute and lawful matter, the decision of the Vice chancellor shall be the final.

➤ **Implementation Procedure:**

- Any student/faculty presents/publish the review/original research work/chapter in the book/books should follow the “*SVDU Guidelines on the Publication*” (Appendix 1) and should report to Department of Research and Innovation through HoD and HoI to in the prescribed format along with its proof.
- The aim of this policy is to put all possible forms of research outcome, on record. This policy requires each researcher to provide accepted version of a research output (books/book chapter/research article/review article, any communication to publishing houses) to be deposited to the Research Cell in order to maintain the records of the published research articles of the Institution.
- In case of any research publication (paper, poster, etc.), corresponding author should be either guide or faculty involved in the research work. Student/Interns/PGs/Scholars should not be advocated as corresponding author in order to deal with any query which may arise in future.