

## **Committee on Publication Guidelines**

### **Health Science University**

**Objective:** To establish and enforce comprehensive publication guidelines in alignment with NAAC standards to promote high-quality, ethical, and impactful research within the Health Science University.

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### **Committee Composition:**

**1. Chairperson:**

- Director (R & D)
- Responsibilities: Overseeing the committee, ensuring adherence to guidelines, and reporting to the university's academic council.

**2. Vice-Chairperson:**

- Head of the IPR Cell
- Responsibilities: Assisting the chairperson, focusing on intellectual property rights, and ensuring the originality of research.

**3. Members:**

- **Senior Faculty Member from Health Sciences Department**
  - Responsibilities: Providing subject-specific insights and expertise.
- **Senior Faculty Member from Biomedical Sciences Department**
  - Responsibilities: Providing subject-specific insights and expertise.
- **Head of the Ethics Committee**
  - Responsibilities: Ensuring all publications comply with ethical standards.
- **Librarian**
  - Responsibilities: Assisting with access to databases, journals, and other resources.
- **Representative from the R&D Cell**
  - Responsibilities: Facilitating research development and collaboration.
- **Representative from the IIP Cell**
  - Responsibilities: Promoting industry partnerships and entrepreneurship in research publications.

- **Two Senior Researchers (One from Clinical Research and One from Basic Research)**
  - Responsibilities: Providing insights from active research perspectives.
- **One External Expert (From another reputed Health Science University)**
  - Responsibilities: Bringing an external viewpoint and best practices from other institutions.

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## **Roles and Responsibilities:**

### **1. Developing Publication Guidelines:**

- Formulate and periodically update guidelines for publication quality, ethics, and standards.
- Ensure guidelines align with NAAC criteria and international best practices.

### **2. Ethics and Compliance:**

- Ensure all publications adhere to ethical standards, including proper citation, avoidance of plagiarism, and conflict of interest disclosure.
- Establish a process for addressing and resolving ethical issues in publications.

### **3. Quality Control:**

- Implement a peer-review process to ensure the quality and validity of research publications.
- Promote the publication of research in high-impact, peer-reviewed journals.

### **4. Training and Awareness:**

- Conduct workshops and seminars to educate faculty and students on publication ethics, writing skills, and guidelines.
- Provide resources and support for improving the quality of manuscripts.

### **5. Monitoring and Evaluation:**

- Regularly review and assess the impact of the university's publications.
- Maintain a database of all publications and track citations, impact factors, and other relevant metrics.

### **6. IPR and Legal Compliance:**

- Ensure all publications respect intellectual property rights and are compliant with national and international laws.
- Provide guidance on patenting and commercialization of research findings.

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**7. Facilitating Collaboration:**

- Encourage interdisciplinary and industry-academia collaborations to enhance the quality and impact of research.
- Support joint publications and collaborative research projects.

**8. Feedback Mechanism:**

- Establish a feedback system for authors to improve their work based on peer reviews and editorial comments.
- Provide constructive feedback to researchers for enhancing publication quality.

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**Meetings:**

- The committee will meet quarterly to review progress, address issues, and update guidelines as necessary.
- Additional meetings can be convened as required for urgent matters or significant developments.

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**Reporting:**

- The committee will prepare an annual report on its activities, achievements, and challenges.
- The report will be submitted to the university's academic council and made available to all stakeholders.