



MANIPAL

ACADEMY of HIGHER EDUCATION

(Deemed to be University under Section 3 of the UGC Act, 1956)

Ref: MAHE/REG/EC/117/180428-(T)

Date: May 18, 2018

CIRCULAR

Sub: Policy on Publication and Research Award Incentive for Students to Excel (PRAISE) - Revised

Ref: Decision of the Executive Committee at its meeting held on April 28, 2018

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The Executive Committee of Manipal Academy of Higher Education at its meeting held on April 28, 2018 has approved the revised policy on **Publication and Research Award Incentive for Students to Excel (PRAISE)**, which will be effective from July 1, 2018.

The details of the revised policy are given in the enclosed circular for your information, records and to be notified to all concerned.

This circular will supersede all earlier circular(s) on the subject.

Sabhahit

Dr. Narayana Sabhahit
Registrar

To:-

➤ Heads of constituent Units, Centres of Excellence and MAHE Teaching Departments, MAHE, Manipal

Copy for necessary action to:

- ✉ Director(s) – Research (Health Science | Technical), MAHE, Manipal
- ✉ Director, Finance, MAHE, Manipal
- ✉ Deputy Registrar Academics (Health Sciences | Technical), MAHE, Manipal
- ✉ Deputy Director, HR, MAHE, Manipal

Copy for information to:

- ✉ Pro Chancellor | Vice Chancellor | Pro Vice Chancellors, MAHE, Manipal
- ✉ Director(s) – Quality & Compliance | Student Affairs, MAHE, Manipal

Encl: as above



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Publication and Research Award Incentive for Students to Excel (PRAISE)

(With effect from July 1, 2018)

REVISED (R3)

1) Objectives:

- 1.1) To inculcate research consciousness among the students
- 1.2) To promote research among the students of Manipal Academy of Higher Education (MAHE)
- 1.3) To improve the quality and citations of student research publications
- 1.4) To encourage students to publish their research works in reputed journals, which are indexed in Scopus or listed in Journal Citation Reports (JCR)
- 1.5) To institute additional reward incentive for student research publications with international and corporate collaboration.

2) Applicability:

- 2.1) The student research articles where student is the first author and on rolls with MAHE affiliation published after 1 July 2018 shall be considered for Publication and Research Award Incentive for Students to Excel (PRAISE).
- 2.2) The student research articles published after July 1, 2018 having MAHE affiliation, where the first author has finished the study period and not more than one year has lapsed since the course completion, shall also be considered for PRAISE.
- 2.3) The PRAISE is only applicable to students who carry out research projects approved by the constituent units of MAHE.

3) Eligibility:

- 3.1) Fulltime PhD scholars of MAHE are eligible for PRAISE after fulfilling their mandatory requirement of two publications in Scopus or JCR listed Journals.
- 3.2) Students enrolled for Post-graduation (MD, MS, MDS) and Super-speciality courses (DM, MCh) of MAHE are eligible for PRAISE after fulfilling their mandatory requirement of one publication in Scopus or JCR listed Journals.
- 3.3) All undergraduate students of MAHE are eligible for PRAISE for any research publication in Scopus or JCR listed Journals.
- 3.4) All the other PG/MPhil/medical PG diploma students, where the publication is desirable, are eligible for PRAISE for the second research publication onwards in Scopus or JCR listed Journals.

4) Responsibility:

- 4.1) The corresponding author shall take the responsibility to screen the paper for plagiarism, ethics approval, and background checks about the potential, possible, or probable predatory scholarly open access journals before communicating the research publication [See Annexure I & II]. Papers published in discontinued Scopus journals or those not listed in the latest release of JCR at the time of communication shall not be considered for incentive points [See Annexure III & IV]
- 4.2) The names of student authors eligible for PRAISE has to be furnished by the supervising faculty/corresponding author while uploading the paper on Research Data Management System (RMS) within a month from the time of publication [See Annexure VI].
- 4.3) The papers uploaded on RMS would be made accessible as e-prints on the library portal of MAHE.
- 4.4) Directorate of Research (DoR) shall intimate the institution about the students who are recipients of the award for further processing of award.
- 4.5) Students who are recipients of PRAISE shall receive a certificate of appreciation duly signed by the HoI and the nominated competent authority at the institutional level on the annual awards day.

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- 4.6) To avoid issues related to plagiarism, all the publications submitted to DoR shall be screened by plagiarism check software.
- 4.7) MAHE shall reserve the rights to revise the incentive policy periodically.

5) Incentive for published papers:

- 5.1) Original research articles, review articles and full length papers (Published in Scopus or JCR listed journals only) qualify for the maximum incentive as per the slab:

Amt. in INR

Percentile as per CiteScore [Annexure V]	First Author (Student) (a)	Corresponding Author (Faculty) (b)	Faculty Co-Authors* (c)	Student Co-Authors (d)	Maximum Incentive (Per paper)
Q4 (Top 75) [#]	3000	3000	1500	1500	09000
Q3 (Top 50-74) ^{##}	6000	6000	3000	3000	18000
Q2 (Top 25-49)	12000	12000	6000	6000	36000
Q1 (Top 10-24)	18000	18000	9000	9000	54000
Q1 (Top 2-9)	24000	24000	12000	12000	72000
Q1 (Top 1)	36000	36000	18000	18000	108000

- 5.2) Additional points or reward incentives are given to publications with international or corporate collaboration.

[#] Authors can claim points for a **maximum** of two papers in a calendar year for papers published in Q4 journals

^{##} Authors can claim points for a **maximum** of four papers in a calendar year for papers published in Q3 journals.

* The incentives/points that a faculty is entitled to is the same as the Faculty Award Incentive for Research Publication

An additional reward incentive (*as mentioned in clause no. 5.2*) of 15% would be given to publications with international or corporate collaborations only for papers published in Q1, Q2, and Q3. The ¼ of an additional reward would be shared equally among the first author (a), corresponding author (b), faculty co-authors (c) and student co-authors (d).

- 5.3) The maximum award incentive for **short communication and case reports** is as given below with no additional rewards:

Amt. in INR

Percentile as per CiteScore	First Author (Student)	Corresponding Author (Faculty)	Faculty Co-Author(s)+	Student Co-Author(s)	Maximum Incentives
Q1 and Q2 (Top 0-49%)	4000	4000	2000	2000	12000

+ The incentives/points that a faculty is entitled to is the same as the Faculty Award Incentive for Research Publication.

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- 5.4) While the first student author and the corresponding author are eligible for the award incentive as stated, the co-authors, both the student as well as faculty shall share the specified incentive equally.
- 5.5) Short note, book chapter, letters to the editor, short surveys, erratum, replies and articles in press **do not** qualify for the award.
- 6) **Plagiarism and related issues:**
 - 6.1) In the event of any conflicts about authorship or complaints related to scientific misconduct, a committee shall be appointed by the DoR under the direction of the university to investigate the matter.
 - 6.2) DoR shall not be responsible for authors violating the anti-plagiarism policy adopted by MAHE.

Annexure I: MAHE Policy on Academic dishonesty and Plagiarism

Annexure II: Link to Ethics in research [Data Integrity and Management]

Annexure III: Link to Scopus Discontinued List

Annexure IV: Link to Journal Citation Report (JCR) by Clarivate Analytics

Annexure V: Link to Cite Score / Percentile

Annexure VI: Link to Bank Details Form

Sabharit

REGISTRAR

REGISTRAR

MANIPAL ACADEMY OF HIGHER EDUCATION

MANIPAL

ANNEXURE I

MAHE Policy on Academic Dishonesty and Plagiarism

1. Preamble:

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

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 performing or reporting research from MAHE. MAHE expects that its faculty, research scholars and students will adhere to the highest national and international standards of good scientific conduct in their research work. Researchers will be responsible for their work and actions.

Sensitization of researchers/faculty/staff with regard to University policy on Academic Dishonesty and Plagiarism will be implemented through Research Directorate of MAHE with the help of research committee of each institution. Academic excellence of the University shall be maintained on implementation of the University Policy on Academic Dishonesty and Plagiarism.

2. Prevention:

It is the authors' and co-authors' responsibility to prevent any complaint of plagiarism and academic dishonesty while publishing papers/manuscripts, books or making paper presentations in a conference/seminar.

The authors are also responsible for any act of plagiarism, cheating, fabrication, academic dishonesty and research misconduct. Matters related to student plagiarism, authorship issues and actions of research misconduct will be dealt with by the departments and institutions. A committee appointed by the Dean/HOD of each institution/department will scrutinize authorship, affiliations, acknowledgement, suitability, improvement and other issues.

3. Disciplinary Actions:

The Registrar of MAHE will appoint an enquiry committee, in consultation with the Vice Chancellor, MU, to investigate and suggest punitive actions whenever an act of plagiarism or academic dishonesty is reported. The Heads of the constituent institutions with the help of the respective departments will help MAHE to prevent and curb any type of plagiarism and academic dishonesty.

Disciplinary action will be taken as per the recommendations of the enquiry committee after approval of the Vice-Chancellor.

This policy is framed in order to maintain the academic excellence and honesty at MAHE. This policy may be amended from time to time as per the requirements and circumstances.

Annexure to the circular no. MU/REG/CIR-(T) dated May 16, 2014 of the Registrar, MU, Manipal

ANNEXURE II

Please visit

http://172.16.7.105/KNOWLEDGE_BASE/Ethics/ethics.aspx

for the details on ethics in research

ANNEXURE III

Please visit

<https://www.elsevier.com/solutions/scopus/content>

for Scopus Discontinued Journal List

ANNEXURE IV

Please visit

<https://jcr.incites.thomsonreuters.com/JCRJournalHomeAction.action>

for Journal Citation Report (JCR)

ANNEXURE V

Please visit

<https://journalmetrics.scopus.com/>

for CiteScore / Percentile

ANNEXURE VI

Please visit

<http://rms.manipal.edu/UsefulLinks.aspx>

To download Bank Details Form