

ALL INDIA INSTITUTE OF SPEECH AND HEARING, MYSORE: 570 006

RESEARCH POLICY DOCUMENT FOR AIISH 1.0

The purpose of the first draft is not to get it right but to get it written

-John Dufresne

1.0 TITLE:

RESEARCH POLICY DOCUMENT FOR AIISH 1.0

Effective Date: December 2020

Proposed Date of Review: Once in three years;

Issuing Authority: Executive Council, AIISH;

Responsible Officer: Dean-Research at AIISH;

2.0 BACKGROUND

The ALL INDIA INSTITUTE OF SPEECH AND HEARING, located at MYSORE (hereafter titled AIISH), is an autonomous body, wholly financed by and under the Ministry of Health and Family Welfare, Government of India. The institute functions under the Executive Council's direction with the Honourable Union Minister of Health and Family Welfare as Chairman as the Honourable Minister of Health and Family Welfare, Government of Karnataka as the Vice-Chairman. Its primary objectives are imparting professional training in speech-language and hearing, undertaking clinical research services, and educating the public on communication disorders.

3.0 BRIEF DESCRIPTION

The distance between an idea and its realization is research. This document on RESEARCH POLICY IN AIISH, MYSORE, is a standard text that is legally binding. It covers a purpose, definitions, and responsibilities for researchers. It is a purpose statement, blueprint, or implementation plan. The set plan is guided by commitments to steer decision making and achieve rational outcomes. This policy document is the first official text that the institute's stakeholders must be given immediately after recruitment. They must be fully aware of the core values, goals, and objectives related to the research in the institute.

3.0 SCOPE

This policy applies to all students, technical staff, and faculty employed on contract, regular or permanent basis across all departments in the institute and sponsors, researchers on visitation, alumni, conjoint, adjunct appointments, or collaborative agencies.

4.0 PREAMBLE

Any educational institution's reputation and excellence stand upon the scholarship, research productivity, and innovation in its chosen work area. An institution can flourish only in an ambience of academic freedom. It can grow when blended with a sense of responsibility, and interspersed with principles of integrity, honesty, accountability, trust, and collegiality.

5.0 VISION

Interdisciplinary need-based action-oriented research and innovation through collaboration in the field of speech, language, **swallowing**, hearing, **balance** and communication disorders built on the premise that there can be no research without action, and no action without research in the area of speech, language, **swallowing**, hearing, balance, and communication disorders;

6.0 MISSION

To rise as a center of excellence, to enable inventions and innovations that expand the boundaries of knowledge, enable translational research, and evidence-based clinical practice to prove insights and solutions for complex global problems during community outreach and public education in the area of speech, language, **swallowing**, hearing, **balance**, and communication disorders;

7.0 POLICY STATEMENT

To seek a global recognition through research innovation, development and dissemination of novel processes, practices, technologies, and products in the area of speech, language, **swallowing**, hearing, **balance**, and communication disorders;

8.0 OBJECTIVES

To create a vibrant milieu and enabling environment by providing the necessary framework or guidelines that cultivates, promotes, strengthens or engages in cross-departmental, interdisciplinary and collaborative national or international research covering the area of speech, language, **swallowing**, hearing, **balance**, and communication disorders;

To identify, nurture, and prioritize the core thrust themes or domains on socially useful, contextual, productive, need-based, and action-oriented clinical applied research within the broad area of speech, language, **swallowing**, hearing, **balance**, and communication disorders from time to time;

To promote translational research with promise and potential for meeting the day-to-day issues on the ground while being linked to the lofty standards of policies and practices as envisaged for a centre of excellence;

9.0 CONTENT

The policy contents are delineated sequentially under discrete interconnected headings as follows:

9.1 Projects:

Research projects can be intramural, extramural, inter-institutional, departmental, or individual. They can encompass geographical domains at local, state, country, or international levels. The agreements and Memorandum of Understanding for inter-institutional projects may be based on gifts,

sponsored, students' aid, research participation agreements, letters of intent, different contractual nature or other cost-sharing modalities.

9.2 Publications & Dissemination:

The policy ensures recording and publication of the methods and findings in a manner that is open to scrutiny and debate in quality journals recognized by UGC indexed in PubMed, Scopus or Web of Science having impact factor or with publishers of repute.

There must be strategies to encourage wide dissemination of research findings through participation in national and international webinars, workshops, conferences, symposium, or academic exhibitions.

The end products of publications can be research articles, single or multiple authored theme-based technical writings, text-books, edited works, newsletters, periodicals and journals, standardized test materials, case studies, monographs, reviews, meta-analysis, self-learning materials, encyclopaedias, guidebooks or handbooks, bibliographies, conference proceedings, dissertation abstracts, dictionaries, compendiums and perspectives.

The publication division or product development cell can be an independent unit handled by a dedicated professional staff with state-of-the-art equipment, infrastructure and marketing wings for public outreach. The staff will be also involved in ensuing stringent publication standards like ISBN/ISSN or for gauging the other metrics of impact indices of research in the institute.

9.3 Ownership, Patents & Property Rights:

The AIISH Research Policy guarantees retention of and access to research data by creating and maintaining a database or archives of research work and research projects completed, ongoing, and proposed from time to time. There will be mechanisms in place with guidelines and records on inventions, licensing, trade-marks, proprietorship, intellectual property rights, patents, and copyrights to govern the ownership of the research outputs within the institute.

9.4 Codes of Practice & Procedure:

This document provides adequate and appropriate opportunities, mechanisms, and forums in place to identify, record, or redress research misconduct as well as permit appeals or complaints. The day-to-day monitoring of all ongoing research, archiving completed research and generating new ideas for futuristic research is assured through an office of research established exclusively in the institute to be led by the dean and appointed thereof.

There must be means to make sure responsible conduct by the researchers who are expected to follow codes of ethical practice and procedure on professionalism, fairness, academic integrity, equity, intellectual honesty, child or client safety and well-being of those associated with research. There

must be protection against any kind of violence including but not limited to threatening, intention to harm, bribe, or cause bodily harm, sexual offences, involving fire arms both for the researcher as well as their subjects.

Further, there must be mechanisms to prevent any or all forms of serious breach by falsification, fabrication, plagiarism, or collusion in research practice. Additionally, there are safeguards against conflict of interest in research for individual or groups of investigators in which financial or other personal considerations may compromise their professional judgment in the conduct or reporting of research.

9.5 Costs, Grants, Funding & Incentives:

This policy seeks to establish study research chairs in the chosen thrust areas from time to time by appointing expertise at the senior-most levels, such as Professor Emeritus for a particular term in respective fields as chairpersons to envisage, guide, or promote research and publication works in those fields. There will be activities to raise funds for research through or from national and international agencies like WHO, UNICEF, Help Age International, NCERT, UGC, ICSSR, DST, CSIR, RCI, MCI, ICMR, and others. Besides, the institute is committed to ensure generous funding from within and outside the institute combined the allocation of grants, funds, and incentives with accountability and responsibility;

This institutional policy seeks to provide incentives, both positional as well as monetary, for outstanding research by way of grant of money, the institution of awards, prizes, increased funding, and weightage in career advancement. It would undertake recruitment and promotion based on the quality and quantity of research outputs. The precise nature and extent of monetary incentives could include reimbursement of publication charges, payments for preparation of additional technical literature, and incidentals as per the rates notified by the competent authorities from time to time;

9.6 Activities:

Some proposed activities for the benefit of research recommended under this policy are to establish tinkering or idea labs, incubation centres, regional research consortium, research parks, and think tanks; to organize expert lectures, technical festivals, quizzes, symposia, conferences, and workshops;

To create in-service training, deputation, periodic skill up-gradation, and peer-mentoring systems in place for younger or next-generation researchers;

To encourage non-faculty research through appointments and ensuring travel grants covering in-house or visiting postdoctoral scholars, graduate and post-graduate student researchers, and research assistantships;

To promote research on developing innovations of course curriculum and teaching pedagogies;

To oversee or monitor committees, councils, and panels that support research in the institute, such as the Ethics Committee, Protocol Review Committee, Grievance Redress Committee, Academic Subcommittee, Committee of Commitment and Interest, and others;

10.0 DEFINITIONS

Agency	Means the funding agency, foundation, organization, sponsor or other people/s (public or private), international, national, provincial or foreign, supported in whole or in part any research;
Breach	Is conduct that fails to comply with relevant policies and legislation. A minor breach occurs due to clerical or administrative carelessness, oversights, or errors. A severe breach occurs during falsification, fabrication, plagiarism, or for not being in line with good research practice;
Chair	Is the head of a department, school, institute, or center and includes such units within which research is undertaken;
Co-Investigator	This title is used to indicate the individual makes significant contributions, but does not have overall responsibility and authority for the project. It is recommended that every research proposal clearly delineates the roles of principal investigator, co-investigator, or in instances of multiple principal investigators;
Collusion	Another form of plagiarism involving the unauthorized collaboration with students in a piece of work;
Conflict of Interest	Occurs in the context of research when a person's interests or responsibilities have the potential to influence their professional or institutional role or vice versa;
Corresponding Author	Means: (i) the Researcher so identified by agreement of research collaborators; or (ii) in the absence of agreement, the researcher who submits a manuscript for publication;
Data	The recorded factual information and material, both physical and electronic, commonly accepted in the relevant scientific community as necessary to validate research findings including, but not limited to, research proposals, laboratory records, progress reports, internal reports, and presentations;
Dean	Is the nominated authority or head to oversee research activities in this case within the institute;
Fabrication	Act of creating, omitting, or recording data without conducting research and reporting the results as gathered through accepted research practices;
Falsification	Manipulating research materials, equipment, processes, or changing or omitting data or results such that the research is not accurately represented. Falsification includes the selective omission, deletion, or suppression of conflicting data without scientific or statistical justification;
Gift	A voluntary transfer of property without valuable consideration or benefit of any kind to the donor, or to any person designated by the donor;

Grant	Is an award of funds or other property by a sponsor to achieve some general or specific purpose/s. A grant entails obligations to a sponsor, although they are less stringent than those of a contract;
Legal Person	Includes corporations, partnerships, associations, foundations, organizations, government agencies, and any other entity or body;
Misrepresentation	Involves acts of creating or reporting data or results without conducting research and reporting the data as if gathered through accepted research practices;
Peer Review	The impartial and independent assessment of the scholarly work, research, or ideas of others who have knowledge and/or expertise in the same or related field. It includes group meetings and assessment of theses, grant applications, conference abstracts, and research works submitted for publication or display including books and creative works;
Plagiarism	Means the representation of another's work, published or unpublished, as one's own or assisting another in representing another's work, published or unpublished, as one's own. It covers copying, inappropriate paraphrasing, collusion, inappropriate citation and republishing ones own work again as self-plagiarism;
Policy	Is a guideline that oversees organization activities. They describe legal, regulatory, or internal standards for required behavior and activities;
Principal Investigator	Means the researcher who is identified as the primary responsibility for the design, conduct, and supervision of research;
Procedures	Guide and create an overarching structure for process instructions and work instructions with tasks and steps;
Processes	Describe what the organization does and who does it to create deliverables or accomplish goals and objectives;
Regulatory Framework	The regulations, policies, and guidelines of the institute concerning the conduct of research and related matters as they may exist from time to time;
Research Agreements	Include agreements on international projects, licensing, contracts, grant applications, of services, clinical trials, confidentiality, material transfers, partnership programs, collaborative, inter-institutional and industrial research chair agreements and any document accessory to such agreements;
Research misconduct	Includes acts of misconduct, fabrication, falsification, plagiarism, misappropriation of another's intellectual property rights, or any other conduct that constitutes a significant departure from the ethical research standards. Does not include honest errors or differences of interpretation or judgment relating to data or results that are reasonable in light of the circumstances in which they are made or reached;
Work Instructions	Are the lowest level of the document used to complete a specific step;

11.0 BODIES IN AIISH FOR ENSUING MECHANISMS OF GOOD RESEARCH PRACTICE

- 11.1 AIISH Research Fund
- 11.2 AIISH Research Evaluation Committee
- 11.3 AIISH Ethics Committee
- 11.4 AIISH Research Advisory Committee
- 11.5 AIISH Library Committee
- 11.6 AIISH Doctoral Committee
- 11.7 Students Code of Conduct
- 11.8 Anti Plagiarism Cell
- 11.9 UNCRPD Implementation & Monitoring Cell
- 11.10 Journal Committee
- 11.11 Product Development Cell

12.0 OTHER BODIES IN AIISH FOR ENSUING MECHANISMS OF GOOD GOVERNANCE

- 12.1 Central Public Information Officer
- 12.2 Public Grievance Officer
- 12.3 Transparency Officer
- 12.4 Staff Grievance Officer
- 12.5 Anti-Ragging Committee
- 12.6 SC/ST Cell
- 12.7 Cell for Prevention of Sexual Harassment/Women Grievance Cell
- 12.8 Citizens Charter
- 12.9 Client Welfare Fund

13.0 RECOMMENDED BODIES & COMMITTEES

- 13.1 Awards & Incentives Committee
- 13.2 Research Office with Dean (Research), a Deputy Registrar (Research), Junior Superintendent, Senior Assistant, and Junior Assistant;
- 13.3 Committee for Identification of Inter-disciplinary Thrust Areas of Research;
- 13.4 Committee for Research Infrastructure Planning;
- 13.5 Bio-medical Waste Management and Handling Committee
- 13.6 Departmental Canteen Committee
- 13.7 Hostel Committee
- 13.8 Condemnation Committee
- 13.9 Minorities Cell