



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC

Sector-1, Kamothe, Navi Mumbai - 410209

Tel. No. 022-27432471, 022-27432994, Fax No. 022 - 27431094

E-mail : registrar@mgmuhs.com ; Website : www.mgmuhs.com

MGM/01/A-8/2019/63

Date: 10.04.2019

CIRCULAR-A-8/2019/

To

Director (Research), MGMIHS

Ref. : Resolutions passed in BOM-56/2019 dated 27/01/2019

Dear Madam,

The following Resolution was passed in BOM-56/2019 which is self explanatory and requires action at your level:

Resolution No. 4 of BOM-56/2019:

- i) Resolved to confirm the minutes of the meeting of Research cell dt. 16.01.2019 highlighting the activities of Research cell. [Annexure-3A]
- ii) Resolved to approve the guidelines on Publication. [Annexure-3B]

You are requested to send the compliance/action taken on above resolution within 10 days of receipt of this letter to the undersigned.

With regards,

Registrar

Dr. Rajesh B. Goel

Registrar

MGM Institute of Health Sciences
(Deemed University u/s 3 of UGC Act, 1956)
Navi Mumbai- 410 209

Since the compliance/action taken on all decisions & discussions held during BOM meetings are perused by BOM members, it is necessary to send the compliance/action taken to Registrar's Office within stipulated time frame.

(P.T.O)



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E-mail: registrar@mgmuhs.com; Website : www.mgmuhs.com

Guidelines on Publications

Approved as per BOM/39/2015 dated 24th February, 2015

Amended as per BOM/56/2019 dated 27th January, 2019





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Guidelines on Publications

Introduction:

Committee on Publication guide line is constituted to promote higher standard in scientific publications carried out by researchers, faculty members and students of the MGMIHS. This committee aims to find practical ways of advice to the authors, editors, editorial board members dealing with issues of scientific research, scientific publishing, scientific presentation, text books, electronic books and to develop good ethical practices.

Objectives:

Objectives of the committee are to ensure intellectual honesty in all medical and allied medical publications. To ensure highest professional and ethical standards for biomedical and health research publications at all stages from inception, scrutinizing and approvals of draft publications, text books, e-learning material, the peer-review process, ensuring accountability, transparency, declaration of conflict of interest, redundant publication, plagiarism, role of editors. The policy is intended to provide procedures to manage allegations of publication misconduct.

Guidelines by Regulatory Authorities:

During preparation of these guidelines the Committee has taken following publications into consideration:

- i) ICMR Policy on Research Integrity and Publication Ethics.
- ii) UGC Regulations for Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions.

Researchers are advised to refer also the guidelines of International Committee of Medical Journal Editors (ICMJE), Committee on Publication Ethics (COPE) on publication ethics, research integrity and authorship and ensure substantial intellectual role of all authors who are included in the publication or presentation.

1. Authorship:

1.1 The award of authorship should balance intellectual contributions to the conception, design, analysis and writing of the study against the collection of data and other routine work. If there is no task that can reasonably be attributed to a particular individual, then that individual should not be credited with authorship.

1.2 The first author should be the researcher/faculty/student who has ethical approval for conducting the study. To avoid disputes over attribution of academic credit, it is helpful to decide early on in the planning of a research project who will be credited as authors/contributors, and who will be acknowledged.

1.3 Authorship can be provided to other collaborators who helped in data collection, analysis and report writing. All authors must take public responsibility for the content of their paper. The multidisciplinary nature of research can make it difficult, but it can be resolved by the disclosure of individual contributions.

1.4 The corresponding author should be the supervisor of the student or the faculty who has designed the study helped in data collection and analysis.

1.5 In case the faculty who had contributed to the project had resigned during the publication process, the signature of the faculty has to be obtained prior to publication.

1.6 In case of a student who designed and carried out the study has left the institute without publishing the research, the Guide/Head of Dept./ Supervisor can publish the research as the corresponding author with the student being shown as the first author.

1.7 In case the student has left the institute without publishing, permission from the student to be obtained to publish the scientific work with his name as first author and the guide as the Corresponding author ((Proof of permitting to be the correspondence author)

1.8 The corresponding author can be the student who has completed the project. The supervising faculty / guide can be the corresponding author, if the first author (student) voluntarily requests the guide /faculty to be the corresponding author. (Proof of permitting to be the correspondence author to be obtained to avoid coercive authorship)

1.9 The details of contribution of all authors must be mentioned.

2. Review:

2.1 Peer-reviewers are external experts chosen by editors to provide written opinions with the aim of improving the study. Working methods vary from journal to journal, but some use open procedures in which the name of the reviewer is disclosed, together with the full or “edited” report.

2.2 Suggestions from authors as to who might act as reviewers are often useful, but there should be no obligation on editors to use those suggested.

2.3 The duty of confidentiality in the assessment of a manuscript must be Maintained by expert reviewers, and this extends to reviewers’ colleagues who may be asked (with the editor’s permission) to give opinions on specific sections.

2.4 The submitted manuscript should not be retained or copied.

2.5 Reviewers and editors should not make any use of the data, arguments, or Interpretations, unless they have the authors’ permission.

2.6 Reviewers should provide speedy, accurate, courteous, unbiased and justifiable reports.

2.7 If reviewers suspect misconduct, they should write in confidence to the editor. Journals should publish accurate descriptions of their peer review, selection, and appeals processes.

2.8 Journals should also provide regular audits of their acceptance rates.

3. Duties of Editors:

3.1 Editors are responsible for the Journals. They usually take over their journal from the previous editor(s) and always want to hand over the journal in good shape.

3.2 Editors provide direction for the journal and build a strong management team.

3.3 They must consider and balance the interests of many stake-holders, including readers, authors, staff, owners, editorial board members, advertisers, and the media.

3.4 Editors must treat all submitted papers as confidential. It is the responsibility of the editors to ensure the correctness of information before its publication.

4. Conflicts of Interest:

4.1 Conflicts of interest comprise those which may not be fully apparent and which may influence the judgment of author, reviewers, and editors. They have been described as those which, when revealed later, would make a reasonable reader feel misled or deceived. They may be personal, commercial, political, academic or financial.

4.2 Financial interests may include employment, research funding, stock or share ownership, payment for lectures or travel, consultancies and company support for staff.

4.3 Conflicts of interest must be declared to the editors by researchers, authors and reviewers.

4.4 Editors should also disclose relevant conflicts of interest to their readers. If in doubt, disclose, sometimes editors may need to withdraw manuscript submitted for publication.

5. Redundant Publication:

5.1 Redundant publication occurs when two or more papers, without full cross reference, share the same hypothesis, data, discussion points, or conclusions.

5.2 Published studies do not need to be repeated unless further confirmation is required.

5.3 Previous publication of an abstract during the proceedings of meetings does not preclude subsequent submission for publication, but full disclosure should be made at the time of submission.

5.4 Re-publication of a paper in another language is acceptable, provided that there is full and prominent disclosure of its original source at the time of submission.

5.5 The time of submission, authors should disclose details of related papers, even

if in a different language, and similar papers in press.

6. Citation manipulation:

6.1 Excessive citation of an author's own research by the author (self-citation) with the intention of increasing the number of citations for self should be avoided/ limited to appropriate number, unless the good scholarly work is of relevance to the particular scientific work.

6.2 Excessive citation of articles from a journal to increase the citation of the journal should be avoided.

6.3 Other citation manipulations like Honorary citation, Editor self-citation, reviewer self-citations are discouraged.

7. Plagiarism:

7.1 Plagiarism ranges from the unreferenced use of others' published and unpublished ideas, including research grant applications to submission under "new" authorship of a complete paper, sometimes in a different language. It may occur at any stage of planning, research, writing, or publication. It applies to both print and non-print.

7.2 All sources should be disclosed, and if a large amount of other people's written or illustrative material is to be used, permission must be sought. Anti-plagiarism guide lines of MGMIHS should be strictly adhered to.

8. Guidelines for submission of Publication:

8.1 The Manuscript for publication should be according to the guidelines of the respective journal in which article is planned for publication.

8.2 The Manuscript for publication should be checked for plagiarism as per the guide lines of the UGC Plagiarism regulation 2018.

8.3 The MGMIHS utilizes the "URKUND" soft wear for the Plagiarism check. More than 10% is not accepted in that case the author should rewrite the manuscript with modifications to reach less than 10% and resubmit the article manuscript along with the following documents:

8.4 A forwarding letter from the Head of Department and Guide (when Guide is not Head of Dept.) along with the manuscript of research paper.

8.5 Letter of undertaking from all authors with Signature.

8.6 Copy of the plagiarism report.

8.7 Letter for Ethical Clearance received for the research project.

8.8 Letter from the Dean Medical College/Medical Superintendent for studies based on data of health records - medical records, laboratories, entry OPD register of patients should be taken prior to the study and submitted at the time of manuscript submission.

8.9 The Manuscript will be evaluated and scrutinized by the subject of the MGMIHS Publication Guidelines Committee (MGMIHS PGC). The Biostatistician will advise at every stage. The member may advise suggestions which the author needs to carry out and resubmit. Once approval is given the Manuscript will be sent for publication. The committee should complete the work within one month of submission, otherwise it will be presumed as approved by Committee.

8.10 In case of Acceptance or Rejection it is the duty of the Author to inform the MGMIHS PGC.

8.11 The article should not be submitted to any predatory journal for publication.

8.12 Incase data of research carried out at the earlier institute is to be published after joining MGMIHS, permission from the earlier institute where research was carried out is mandatory before publishing under the MGMIHS. Name of both the institutes (earlier and present) should be in the publication.

8.13 In all publications authors should mention in the address bar MGM Institute of Health Sciences, Navi Mumbai. If they fail to do so such publications will not be considered by the institute for any award or recognition.

9. Presentation of Research Data at Conferences:

9.1 Permission for presenting data of research carried out at MGMIHS at conferences needs permission of the MGMIHS PGC. The committee must give this within 15 days.

9.2 All Research projects carried out at MGMIHS is the property of MGMIHS. In case the data is to be presented after leaving the institute permission is needed from the MGMIHS PGC.

9.3 The data of research carried out at the earlier institute is to be presented after joining MGMIHS permission from the earlier institute where research was carried out is mandatory to be taken before presenting at any conference.

10. Media Relations:

10.1 Medical research findings are of increasing interest to the print and broadcast media. Journalists may attend scientific meetings at which preliminary research findings are presented, leading to their premature publication in the mass media.

10.2 Authors approached by the media should give balanced account of their work, ensuring that they have mentioned where evidence ends and speculation begins.

10.3 Authors should help journalists to produce accurate reports.

10.4 All efforts should be made to ensure that patients who have helped with the research should be informed of the results by the authors before the mass media, especially if there are clinical implications.

10.5 They must consider and balance the interests of many stakeholders, including institute, readers, authors, staff, owners, editorial board members, advertisers and the media.

11. Advertising:

11.1 Many scientific journals and meetings derive significant income from advertising. Reprints may also be lucrative.

11.2 Editorial decisions must not be influenced by advertising revenue or reprint potential: editorial and advertising administration must be clearly separated.

11.3 Misleading advertisements must be refused. Editors must be willing to publish criticisms, according to the same criteria used for material in the rest of the journal.

11.4 Reprints should be published as they appear in the journal unless a correction is to be added.

12. Dealing with Misconduct:

12.1 The general principle confirming misconduct is an intention to cause others to regard as true that which is not true.

12.2 The examination of misconduct must, therefore, focus, not only on the particular act or omission but also on the intention of the researcher, author, editor, reviewer or publisher involved.

12.3 Deception may be by intention or by negligence. It is implicit, therefore, that “best practice” requires complete honesty, with full disclosure.

12.4 The investigation should be kept confidential to safeguard the right of concerned parties

13. Investigating Misconduct:

13.1 Editors should not simply reject papers that raise questions of misconduct. They are ethically obliged to pursue the case.

13.2 If editors are presented with convincing evidence, perhaps by reviewers of serious misconduct, they should immediately pass this on to the employers, notifying the author(s) that they are doing so.

13.3 If accusations of serious misconduct are not accompanied by convincing evidence, the editors should confidentially seek expert advice.

13.4 If the experts raise serious questions about the research, then editors should notify the employers.

13.5 If the experts find no evidence of misconduct, the editorial processes should proceed in the normal way.

13.6 If presented with convincing evidence of serious misconduct, where there is no employer to whom this can be referred, and the author(s) are registered doctors, cases can be referred to the Regulatory Council.

13.7 If, however, there is no organization with the legitimacy and the means to conduct an investigation, then the editor may decide that the case is sufficiently important to warrant publishing something in the journal. Legal advice will then be essential.

13.8 If editors are convinced that an employer has not conducted an adequate investigation of a serious accusation, they may feel that publication of a notice in the journal is warranted. Legal advice will be essential.

13.9 Authors should be given sufficient opportunity to respond to accusations of serious misconduct.

13.10 The Publication Guideline Committee will decide action to be taken, for further approval.

14. Action for misconduct:

14.1 The following are ranked in the approximate order of severity:

14.2 A letter of explanation (and education) to the authors, where there appears to be a genuine misunderstanding of principles.

14.3 A letter of reprimand and warning as to future conduct.

14.4 A formal letter to the relevant Head of institutions or funding body.

14.5 Publication of a notice of redundant publication or plagiarism. An editorial giving full details of the misconduct.

14.6 Refusal to accept future submissions from the individual, the unit, or institution responsible for the misconduct, for a stated period.

14.7 Formal withdrawal or retraction of the paper from the scientific literature, informing other editors and the indexing authorities.

14.8 Reporting the case to the concerned Regulatory Council, or other such authority or organization which can investigate and act with due process.

15. Documents to be submitted to the Publication committee for approval:

15.1 Draft for Publication

15.2 Ethical approval letter

15.3. Plagiarism certificate

15.4 Format of authorship consensus

15.5 Details of the Proposed for publication and its indexing.

16. Format of authorship consensus:

Order of Authorship	Name & Designation	Department	Contribution to the scientific work	Signature
1				
2				
3				
4				
5				
6				

* Corresponding Author must be mentioned

17. Details of the proposed journal for publication:

Name of the Proposed journal	Publishers detail	ISSN/ISBN	Indexing status	Impact Factor	National/ International

18. Format for Scrutiny by Publication Committee:

S.No	Item	Yes	No
1.	Draft of Publication		
2.	Ethical approval letter		
3.	Plagiarism certificate		
4.	Format of authorship consensus		
5.	Details of the Proposed journal for publication		

19. Format for Scrutiny by Publication Committee:

S.No	Item	Yes	No
1.	Draft of Publication as per the proposed journal guidelines		
2.	Ethical approval letter		
3.	Plagiarism certificate		
4.	Format of authorship consensus		
5.	Details of the Proposed journal for publication		

20. Proposal Format for authoring Book for approval by Publication committee:

S.No	Item	Details
1.	Name of the Institute /Department	
2.	Title of the Book	
3.	Details of chapters (Number & name of chapters)	
4.	Author Name & Designation (If Single author)	
5.	Author Names& Designation with chapter Number (If Single author)	
6.	Time line (in months /Years)	
7.	Proposed Publisher	


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COMMITTEE ON PUBLICATION GUIDE LINES

Sr. No.	Name & Affiliation	E-mail Id	Designation
01	Dr. Savita Shahani Professor & Head Department of Physiology MGM Medical College & Hospital Navi Mumbai.	drshahani@rediffmail.com	Chairman
02	Dr. Motilal Tayade Associate Professor Department of Physiology Pravara Institute of Medical Sciences Ahmed Nagar, Loni Maharashtra.	drmctayade@gmail.com	Member
03	Dr. Deepak Bhosale Professor & Head Department of Pharmacology MGM Medical College & Hospital Aurangabad.	drdeepakbhosle@gmail.com	Member
04	Dr. Ipseeta Ray Professor, Department of Pharmacology MGM Medical College & Hospital Navi Mumbai.	ipseetamohanty@yahoo.co.in	Member
05	Dr. Sadhana Kulkarni Professor, Department of Anaesthesiology, MGM Medical College & Hospital, Aurangabad.	kulkarnisadhana@yahoo.com	Member
06	Dr. Sudhir Kulkarni Professor, Department of Anaesthesiology MGM Medical College & Hospital Aurangabad.	skulkarni901@gmail.com	Member

07	Dr. Rajesh K Dase Associate Professor Department of Community Medicine, MGM Medical College & Hospital, Aurangabad.	rdase25@gmail.com	Member
08	Dr. Rita Abbi Professor, Biostatistics MGM Institute of Health Sciences Navi Mumbai	abbirita@gmail.com	Member
09	Dr. Rajani Mullerpatan Director-Professor, MGM School of Physiotherapy, Navi Mumbai.	rajani.kanade@gmail.com	Member
10	Dr. Mansee Thakur I/C Director, MGM School of Biomedical Sciences Navi Mumbai.	mansibiotech79@gmail.com	Member
11	Raman P Yadav Professor, Department of Biotechnology MGM School of Biomedical Sciences Navi Mumbai.	raman.yadav@mgmmumbai.ac.in	Member
12	Dr. Bani Ganguly Hon. Professor, Genetics MGM Institute of Health Sciences, Navi Mumbai.	mgmgeneticlab@yahoo.com	Member
13	Dr. Ponchitra R Vice Principal MGM New Bombay College of Nursing, Navi Mumbai.	ponchitra76@yahoo.co.in	Member
14	Dr. R P Dixit University Librarian MGM Institute of Health Sciences, Navi Mumbai.	drdpdixit47@gmail.com	Member
15	Dr. Sabita M Ram Director (Research) MGM Institute of Health Sciences, Navi Mumbai.	dir.research@mgmuhs.com	Member Secretary


Dr. Rajesh B Goel
Registrar

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15th April, 2015

Scientific Advisory Committee Meeting
28th April, 2015 at 10.00 am

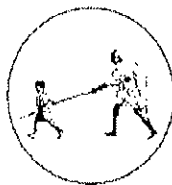
Agenda

Meeting of the Scientific Advisory Committee will be held on 28th April, 2015 at 10.00 am on the 3rd floor Conference Room, to discuss the following agenda:

1. To confirm the minutes of the meeting held on 23.02.2015.
2. Approval of PhD Research Proposals and Review of Six Monthly Progress Report
3. Discussion on the Research Publications
4. MGM Journal of Medical Sciences update
5. Any other matter with the permission of Chair


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Member Secretary



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30th April, 2015

Minutes of Scientific Advisory Committee Meeting

Meeting of the **Scientific Advisory Committee Meeting (SAC)** of MGM Institute of Health Sciences, Navi Mumbai was held on 28th April, 2015 at 10.00 pm in the Conference Hall.

- | | | |
|---------------------------------|---|------------------|
| 1. Dr Smita Mahale | : | Chairperson |
| 2. Dr S K Kaul | : | Member |
| 3. Dr Chander P Puri | : | Member |
| 4. Dr. Abhay Chowdhary | : | Member |
| 5. Dr. Alaka Deshpande | : | Member |
| 6. Dr.Z G Badade | : | Member |
| 7. Dr. Ipseeta Mohanty | : | Member |
| 8. Dr. V K Suri | : | Member |
| 9. Dr. P S Chauhan | : | Member |
| 10. Prof. Oleksandr Kukharchuk | : | Member |
| 11. Dr. Atmaram Bandivdekar | : | Member |
| 12. Dr. G D Gindal | : | Member |
| 13. Dr. Chandra Shekhar | : | Member |
| 14. Dr. Ravindra Inamdar | : | Member |
| 15. Dr. D S Joshi | : | Member |
| 16. Dr. Sandhya Agarwal | : | Member |
| 17. Dr. Raman P Yadav | : | Member |
| 18. Dr. Antoy Herold Prabhu | : | Member |
| 19. Dr. H R Jerajani | : | Member |
| 20. Dr. Abhijit Padmakar Jadhav | : | Member |
| 21. Dr. Savita Sahani | : | Member Secretary |


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1. To confirm the minutes of the meeting held on 23.02.2015:
Minutes of the meeting held on 23rd February, 2015 were read out and confirmed.
2. Approval of PhD Research Proposals and review of Six Monthly Progress Report:
The following PhD Research Proposals and six monthly progress report were presented by the PhD students for review and approval.

Title .: Biological synthesis of highly efficient quantum dots and its application in detection of MTB and latent TB (LTB) antigens.

PhD Student : **Ms. Amita Bhagit**
Guide : **Dr. Raman P. Yadav***
Subject : **Biotechnology**

Candidate was advised to present more details regarding methodology for extraction of quantum dots.

Title : Developing natural alternatives to synthetic dipeptidyl peptidase IV inhibitors for diabetes with metabolic syndrome.

PhD Student : **Mr. Rajesh Suman**
Guide : **Dr. Ipseeta Ray**
Subject : **Pharmacology**

Dr. Bandivdekar the reviewer of project advised to present lacunae in knowledge of present projects by literature search.

Dr. Chauhan advised to keep record of daily food intake of various animals, recheck the statistical data

Members thought that animal model used by them requires further validation in larger group of animals to know inter-individual variation before going for actual drug treatment.

Title : Circulating microRNA profiling in tuberculosis infection and its association with drug resistant tuberculosis.

PhD Student : **Mr. Vishal Wagh**
Guide : **Dr. A. D. Urhekar**
Subject : **Microbiology**

Dr. Alaka Deshpande advised for more literature search to justify selecting the mentioned targeted genes.

Title : Microbiological and genomic study of aspergillosis and standardization of cost effective antifungal drug susceptibility testing.

PhD Student : **Ms. Raksha**
Guide : **Dr. A.D. Urhekar***
Subject : **Microbiology**

Dr. Deshpande advised to correlate characteristics of aspergillus and lipase activity with associated comorbid conditions and severity of disease.

Title : Virulence factors, molecular characterization & clinical correlation of candida species isolated from various specimens in a tertiary care hospital.

PhD Student : **Mr. Rakesh Mukhia**
Guide : **Dr. A.D. Urhekar***
Subject : **Microbiology**

Progress of the Research work satisfactory.

Title : Studies on polymorphisms of fucosyltransferase2 (FUT2) gene and its association with prevalent genotypes of rotavirus and norovirus.

PhD Student : **Ms. Kshitija Rane**
Guide : **Dr. D.S. Joshi**
Subject : **Genetics**

Progress of the Research work satisfactory.

Title : Development of molecular diagnostic techniques for detection of Mycobacterium tuberculosis and its drug resistant variants.

PhD Student : **Mr. Girish Pai**
Guide : **Dr. D.S. Joshi**
Subject : **Biotechnology**

Progress of the Research work was good.

Title : Morphogenesis and histogenesis of human foetal spleen.

PhD Student : Mr. Rajeev Mukhia
Guide : Dr. Aruna Mukherjee
Subject : Anatomy

Progress of the Research work was satisfactory.

Title : Comparative Study of Umbilical Cords in Normal and Adverse Pregnancy outcome patients.

PhD Student : Dr. Mrinalini Gaikwad
Guide : Dr. Anjali Sabnis
Subject : Anatomy

Literature search may be required regarding data in Indian population Gynecologist may be consulted to correlate these finding with associates co-morbid factors.

Title : Development of highly specific immunoassays for prostate cancer through molecular characterization of existing markers.

PhD Student : Paresh Bhanushali
Guide : Dr. Chander P Puri
Subject : Biotechnology

Progress of the Research work satisfactory.

Title : Development, characterization and clinical Validation of *invitro* diagnostic method for diagnosis of breast cancer.

PhD Student : Shoaib Haidar
Guide : Dr. Manoj Chugh
Subject : Biotechnology

Progress of the Research work was good.

Title : To determine the prevalence of serological and molecular markers of Hepatitis B virus in voluntary blood donors from Maharashtra.

PhD Student : Amruta Sonawane
Guide : Dr.Aurna Shankarkumar
Subject : Biotechnology

Progress of the Research work was good.

Title : Effects gatifloxacin, doxycycline and artesunate on neuro-muscular junction.

PhD Student : Savitri Katlam
Guide : Dr. Yashwant Deshmukh)*
Subject : Pharmacology

Advised to check for doses used. Probable interaction with known muscle relaxants may be done.

3. Discussion on the Research Publications:

It was suggested to compile research publications of the previous year and analyze the publication.

4. MGM Journal of Medical Sciences update:

Discussion on the MGM Journal of Medical Sciences Editorial Board was carried out to include reviewers with credentials of experience in their field of expertise.

5. Any other matter with the permission of Chair:

As there was no matter to discuss, the meeting ended with the thanks to the chair.


(Member Secretary)


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14.06.2016

Scientific Advisory Committee Meeting
29th June, 2016 at 10.00 am

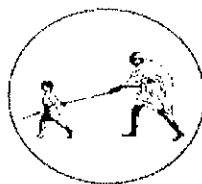
Agenda

Meeting of the Scientific Advisory Committee will be convened on 29th June, 2016 at 10.00 am on the 3rd floor Conference Room, to discuss the following agenda:

1. To confirm the minutes of the meeting held on 19.05.2016
2. To review the progress of PhD Research Proposals
3. Discussion on the Research Publications
4. MGM Journal of Medical Sciences
5. Any other matter with the permission of Chair


Member Secretary


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7th July, 2016

Minutes of the Scientific Advisory Committee (SAC)

Meeting of SAC of MGM Institute of Health Sciences, Navi Mumbai was held on Wednesday 29th June 2016 in the Conference Hall. Copy of the agenda discussed is attached. The following SAC members and PhD Guides had participated in the meeting:

1. Dr Smita Mahale	:	Chairperson
2. Dr Alaka Deshpande	:	Member
3. Dr Abhay Chowdhary	:	Member
4. Dr Atmaram Bandivdekar	:	Member
5. Dr Deepak S Joshi	:	Member
6. Dr Deepak Modi	:	Member
7. Dr Chander P Puri	:	Member
8. Dr V K Suri	:	Member
9. Dr Savita Shahani	:	Member Secretary
10. Dr R S Inamdar	:	Member
11. Dr H R Jerajani	:	Member
12. Dr Ipseeta Ray	:	Member
13. Dr D S Joshi	:	Member
14. Dr Z G Badade	:	Member

Dr. Smita Mahale had Chaired the meeting.

- 1] To confirm the minutes of the meeting held on 19.05.2016:
Minutes of the meeting held on 19th May, 2016 were read out and confirmed.

2.To review the progress of PhD Research Proposals:

The following PhD Six Monthly progress report were presented by the PhD students for review.

Presentation of Synopsis :

Title : Microbiological and genomic study of aspergillosis and standardization of cost effective antifungal drug sensitivity testing

PhD Student	:	Raksha
Guide	:	Dr A D Urhekar
Subject	:	Microbiology

Ms. Raksha had presented the synopsis during the SAC meeting held on 19th May 2016. The members had not accepted the synopsis and made some recommendations. In this meeting the candidate once again presented the synopsis, with focus on research work pursued to implement the recommendations of the SAC.

Members suggested to assess the correlation between clinical history and drug resistance pattern of aspergillus. At the previous meeting, the members had suggested to estimate levels of circulating antigen. In this regard the candidate explained that the estimation of circulating levels of antigen may not be necessary as the methods used for diagnosis by ELIZA for detection of IgM antibody may be sufficient, which was accepted by the members.

The synopsis was approved and candidate was advised to incorporate all suggestions while writing the dissertation.

Title : Virulence factors, molecular characterization & Clinical correlation of Candida species isolated from various specimens in a tertiary care hospital

PhD Student	:	Rakesh Mukhia
Guide	:	Dr A D Urhekar
Subject	:	Microbiology

Ms. Rakesh Mukhia had presented the synopsis during the SAC meeting held on 19th May, 2016. The synopsis was not accepted and the members had made some recommendations. In this meeting the candidate presented the synopsis again with focus on research work pursued to implement the recommendations.

Dr. Chowdhary commented that chance detection of fungus from a given sample may not have clinical relevance, candida detection should be correlated with presence of predisposing factors present in subjects enrolled in the study. He also suggested that only pseudohyphae positive cases should be correlated clinically. Dr. Alaka Deshpande suggested to obtain more clinically relevant data by consulting the clinician as mere detection of candida in the sample may be just an association not always the cause. Dr. Mahale also suggested emphasis on clinical correlation of observations.

Synopsis was approved and candidate was advised to incorporate the changes as suggested while writing the thesis.

Title : Development of natural dipeptidyl peptidase-IV Inhibitors with cardioprotective potential in experimental diabetes

PhD Student	:	Manjusha Borde
Guide	:	Dr. Ipseeta Ray
Subject	:	Pharmacology

Candidate was advised to add normal control values along with the positive control and drug treated group.

Dr. Bandivdekar asked while only few parameters of safety are included in the study to which Dr. Ipseeta Ray replied that safety was not the main aim of study as various studies have already established regarding safety of these plants.

Dr. Deepak Modi inquired regarding the legand used for binding essay and whether ligand binding site is same or different compared to drug binding.
Synopsis were approved

**Title : To study effect of topical corticosteroid on blood pressure in healthy volunteers and
in patients requiring topical corticosteroids therapy**

PhD Student	:	Chetan Javsén
Guide	:	Dr. Y A Deshmukh*
Subject	:	Pharmacology

Dr. Y A Deshmukh, PhD Guide could not participate in the meeting due to health-related problem. The work pursued by the candidate was not satisfactory. The members

suggested Mr. Javsén alongwith his guide should discuss with Dr. Jerajani and undertake additional study.

Discussion of Progress Reports :

Title : Study of Chlamydia trachomatis and Chlamydia specific immune response and its association with vaginal flora patterns among women attending a tertiary care hospital in Navi Mumbai

PhD Student	:	Mrinangka Deb
Guide	:	Dr. A D Urhekar*
Subject	:	Microbiology

Candidate informed that as per the suggestion of members given in previous SAC meeting correlation of Chlamydia infection with other vaginal infection and few STDs as co-infection has been included in study. Inclusion of other STDs as co-infection may not be possible due to financial constrain.

Progress of the work was satisfactory.

Title : Circulating microRNA profiling in tuberculosis infection and its association with drug resistant tuberculosis

PhD Student	:	Vishal Wagh
Guide	:	Dr. A D Urhekar*
Subject	:	Microbiology

Dr. Bandivdekar commented that there is clear correlation of 2 types of miRNA with subjects having various types of tuberculosis v/s normal control, as these are also the parameters of immune function will it show different response in other infective disease or in immunocompromised patient. He also suggested to look for ratio of miRNA 155/16 to get any additional information.

Dr. Alaka Deshpande asked whether serum miRNA levels can be used as biomarkers for latent tuberculosis or can it be correlated with therapeutic response of patients, to which Dr. Modi replied that it has yet to be determined.

Progress was found satisfactory.

Title: Age related changes in human hypothalamus cadaveric study

PhD Student	:	Pravin Rathod
Guide	:	Dr Aruna Mukherjee*
Subject	:	Anatomy

Progress was found satisfactory

Title : Study of neuronal and glial changes in human olfactory pathway with age-A cadaveric study

PhD Student	:	Monali Sonawane
Guide	:	Dr Aruna Mukherjee*
Subject	:	Anatomy

Progress was found satisfactory

Title : Effect of doxycycline and Oxyteracycline on Neuromuscular junction

PhD Student	:	Savitri Katlam
Guide	:	Dr. Y A Deshmukh*
Subject	:	Pharmacology

Dr. Y A Deshmukh, PhD Guide could not participate in the meeting due to health-related problem. The progress of work was found not satisfactory. The members suggested that a Doctoral Committee including PhD Guide Dr. Deshmukh, Dr. Ipseeta Ray, Dr. Savita Shahani & Dr. R S Inamdar to be constituted to supervise the work and provide necessary guidance to student.

Dr. Mahale also advised to do more literature search and use proper terminology.

Title : Clinical Evaluation of novel breath-based Point of Care titanium dioxide nano-tube sensor device for the screening and diagnosis of pulmonary tuberculosis

PhD Student	:	Samir Pachpute
Guide	:	Dr A D Urhekar*
Subject	:	Microbiology

Members advised that for observing cross reactivity of sensor devise to HIV infection CD4 count may not be considered as a criteria for inclusion.

Work was found satisfactory

Title : An epidemiological assessment of brucellosis and associated risk factors in South Nagpur

PhD Student	:	Satish Ghugey
Guide	:	Dr Maninder Setia
Subject	:	Community Medicine

Dr. Bandivdekar suggested that rose Bengal test can be used in a pilot study to test its specificity and sensitivity, usually it is positive if bacterial load is high. Brucella antigen testing is more specific.

Dr. Chowdhary suggested to obtain permissions from relevant authorities for carrying out health survey before starting the study.

Title: Effect of CPAP and weight loss on biochemical marker in obese diabetic with obstructive sleep apnea patients

PhD Student	:	Vijay Shah
Guide	:	Dr. Z G Badade
Subject	:	Biochemistry

Candidate was not satisfied with the progress, he opted not to present his work. He was advised to spend more time working in the lab and discuss with PhD Guide.

3. Discussion on the Research Publications:

Research Publications needs to be enhanced by all departments and efforts to be made for publishing the research work carried out during the MD/MS and PhD.

4. MGM Journal of Medical Sciences:

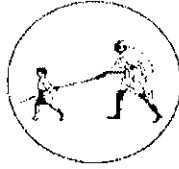
The issue of the Journal was reviewed and suggestions to include more articles from the external institutes was suggested.

5. Any other matter with the permission of Chair:

As there was no other matter for discussion, meeting ended with vote of thanks.


(Member Secretary)


Dr. Rajesh B. Goel
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28.03.2017

Scientific Advisory Committee Meeting
7th April, 2017 at 10.00 am

Meeting of the Scientific Advisory Committee will be convened on 7th April, 2017 at 10.00 am on the 3rd floor Conference Room, to discuss the following agenda:

1. To confirm the minutes of the meeting held on 16.12.2016.
2. To review the Progress of PhD Research work
3. Discussion on the Research Publications
4. MGM Journal of Medical Sciences
5. Any other matter with the permission of Chair


Dr. Savita S Shahani
Member Secretary


Dr. Rajesh B. Goel
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13th April, 2017

Minutes of the Scientific Advisory Committee (SAC)

Meeting of the SAC of MGM Institute of Health Sciences, Navi Mumbai was held on 7th April 2017 at 10.00 am in the Conference Hall. The following members had participated in the meeting:

1. Dr Smita Mahale	:	Chairperson
2. Dr Alaka Deshpande	:	Member
3. Dr. Atmaram Bandivdekar	:	Member
4. Dr. Prasanna Venkatraman	:	Member
5. Dr. Deepak Modi	:	Member
6. Dr. Deepak Sudhakar Joshi	:	Member
7. Dr Chander P Puri	:	Member
8. Dr. V K Suri	:	Member
9. Dr. Raman P Yadav	:	Member
10. Dr. Ravindra Inamdar	:	Member
11. Dr. D S Joshi	:	Member
12. Dr. H R Jerajani	:	Member
13. Dr. Savita Sahani	:	Member Secretary
14. Dr. Ipseeta Mohanty	:	Member
15. Dr. Z G Badade	:	Member
16. Dr. Siddharth Dubhashi	:	Member

1.To confirm the minutes of the meeting held on 16.12.2016:

Minutes of the meeting held on 16th December, 2016 were read out and confirmed.

2.To review the Progress of PhD Research work:

The following PhD Six Monthly progress report were presented by the PhD students for review.

Title :Effect of Oxytetracycline and Doxycycline on neuromuscular function

PhD Student : **Savitri Katlam**
Guide : **Dr. Y A Deshmukh**
Subject : **Pharmacology**

Candidate was suggested to :

- Repeat studies involving calcium chelation potency and confirm that graph with concentration potency ratio is linear
- Repeat optic density data at lower concentration
- Recheck statistical calculations
- Limitation of study to be mentioned
- Candidate was asked to present revised synopsis again incorporating the changes as suggested.

Title : Studies on polymorphisms of fucosyltransferase2 (FUT2) gene and its association with prevalent genotypes of rotavirus and norovirus.

PhD Student : **Kshitija Rane**
Guide : **Dr. D S Joshi**
Subject : **Genetics**

Synopsis was approved.

Title : Biological synthesis of highly efficient quantum dots and its application in detection of MTB and latent TB (LTB) antigens.

PhD Student : **Amita Bhagat**
Guide : **Dr. Raman P. Yadav***
Subject : **Biotechnology**

- Members suggested to mention advantages of quantum dots over current existing method of detection of MTB & LTB with regards to its specificity & sensitivity.
- Members advised to include gel infiltration data in presentation confirm protein crystallisation data confirm which component is responsible for antioxidant property and how this property will be beneficial in *invitro* assay.

Synopsis to be presented again after incorporation of suggestions.

Title : Potent pancreatic lipase inhibitor from food plants and development of safer anti-obesity formulation

PhD Student : Sveeta Mhatre
Guide : Dr. Raman P. Yadav*
Subject : Biotechnology

Candidate was suggested to :

Carryout biostandardization of plant extract
Establish effect of active ingredient on experimental obesity model

Title : Embryogenesis of human gonads

PhD Student : Sumi Elizebeth
Guide : Dr. Aruna Mukherjee
Subject : Anatomy

Progress of the work was satisfactory. Candidate was advised to compare the finding with abnormal foetus if available.

Title : Proliferative capacity and functional activity of retinal progenitor cells in developing human fetuses

PhD Student : Vithal Mane
Guide : Dr. Anjali Sabnis
Subject : Anatomy

Candidate was suggested to:

- Keep negative control of antibodies in immunohistochemistry
- Try to find the cause for abortion and correlate the findings
- If abnormal foetus could also be collected then they can be compared with the current findings for retinal progenitor cells.

Title: Age related changes in human hypothalamus - cadaveric study

PhD Student : Pravin Rathod
Guide : Dr. Aruna Mukherjee
Subject : Anatomy

Candidate was suggested to consider changes in elastin fibrin also.

Title: Study of neuronal and glial changes in human olfactory pathway with age – A cadaveric study

PhD Student : Monali Sonawane
Guide : Dr. Aruna Mukherjee
Subject : Anatomy

Work was found satisfactorily

3. Discussion on the Research Publications:

It was suggested that all Research Publications sent by faculty and students to be sent to Journals for publications should be monitored by the Head of Department and the authorship should be decided according to the criteria of research work put in while preparing the paper. The Authorship Guidelines according to International committee of Medical Journal Editors (ICMJE) should be followed while finalizing the list of authors.

4. MGM Journal of Medical Sciences:

It was suggested that, MGM Journal of Medical Sciences is in its third year of Publication and should apply for getting it Indexed in Scopus and PubMed.

5. Any other matter with the permission of Chair:

As there was no other matter for discussion, meeting ended with vote of thanks.


(Member Secretary)


Dr. Rajesh B. Goel
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5th November, 2018

Scientific Advisory Committee Meeting
17th November, 2018 at 10.00 am

Meeting of the Scientific Advisory Committee will be held on 17th November, 2018 at 10.00 am on the 3rd floor Conference Room, to discuss the following agenda:

1. To confirm the minutes of the meeting held on 4th October, 2018.
2. Approval of PhD Research Proposals
3. Research Publications of MGMIHS
4. Discussion on re-constitution of Publication Guidelines Committee
5. Amendment of Guidelines on Publications
6. MGM Journal of Medical Sciences update
7. Any other matter with the permission of Chair

hsc

Member Secretary


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29th November, 2018

Minutes of the Scientific Advisory Committee (SAC)

Meeting of the SAC of MGM Institute of Health Sciences, Navi Mumbai was held on 17th November, 2018 at 10.00 am in the Conference Hall. The following members had participated in the meeting:

Dr. Alaka Deshpande	:	Chairperson
Dr. Deepak Modi	:	Member
Dr. Atmaram Bandivdekar	:	Member
Dr. V K Suri	:	Member
Dr. Raman P Yadav	:	Member
Dr. Ipseeta Ray	:	Member
Dr. Rita Abbi	:	Member
Dr. Savita Sahani	:	Member Secretary

1. To confirm the minutes of the meeting held on 4th October, 2018:
The minutes of the meeting held on 4th October, 2018 were read and confirmed.
2. Approval of PhD Research Proposals:
The following Research Proposals were presented by PhD Students and approval with certain modifications were done.

Title : Studies on maternal colonization of group B Streptococcus and its association with preterm deliveries, preeclampsia & still birth

PhD Student	:	Abhishek Singh
Guide	:	Dr. A D Urhekar
Subject	:	Medical Microbiology

Progress of the Research work was satisfactory.

Title : Associative role of MTHFR, PTB & TYMS6bpdel polymorphisms with reference to pre-term delivery

PhD Student : Panikar Surya Anand
Guide : Dr. Mansee Thakur
Subject : Medical Genetics

Members suggested to modify stratification terminology. Progress of the research work was satisfactory.

Title : To study phenotypic characteristics of different types of diabetes in the young and genetic characterization of monogenic diabetes (MODY)

PhD Student : Neha More
Guide : Dr. Parineeta Samant
Subject : Medical Biochemistry

Progress of the Research work was satisfactory.

Title : Comparative study of cytoarchitecture of fetal cerebrum of non-eclamptic and eclamptic mothers

PhD Student : Muthuchitra Pandian
Guide : Dr. Anjali Sabnis
Subject : Medical Anatomy

Candidate requested to permit to make slight modification in study title, however there will be no modification in study design which was approved by SAC members. Members suggested to quantify the images if possible. Progress of the dissertation work was satisfactory.

Title : Immuno-Coexpression of cancer stem cell markers in histopathologically graded low risk and high risk Oral Leukoplakias

PhD Student : Niharika Swain
Guide : Dr. Mansee Thakur
Subject : Medical Genetics

Members advised to modify lacunae in subject, aims and objectives of the study. Source of study participants to be specified. Members suggested to include equal number of low risk and high risk cases and specify various category of participants. Project was approved subject to incorporation of the above changes

Title : Design, develop and functional evaluation of DNA detection system

PhD Student : Yogesh Patil
Guide : Dr. Mansee Thakur
Subject : Medical Biotechnology

Members suggested to validate equipment for testing for detection of tuberculosis for genexpert positive and negative cases only for the current project. Project was approved subject to incorporating the changes suggested by members.

Title : Study of centrosome abnormality in oral leukoplakia as potentially malignant disorder of oral cavity

PhD Student : Kamlesh Dekate
Guide : Dr. Mansee Thakur
Subject : Medical Genetics

Candidate was advised to modify the aims and objectives of the study, which requires more literature search. Modified protocol may be re-submitted.

Title : Validation of indigenously developed device for early detection of diabetic neuropathy and prevention of consequent foot complications.

Principal Investigator : Dr. Rajani Mullerpatan
Professor - Director
MGM School of Physiotherapy

Members suggested to provide safety certificate from manufacturer before enrolling patients.

3. Research Publications of MGMIHS:

The compilation of the Publications of the MGMIHS for the years 2014-2018 was carried out E-Merge to get the database and Indexing of the articles.

4. Discussion on re-constitution of Publication Guidelines Committee:
The Research Publications of the MGMIHS was reviewed earlier by the SAC, it was suggested to have Publication Committee to look into the details of the Research Publications to improve the quality publications at the MGMIHS.
5. Amendment of Guidelines on Publications:
Previous Guidelines of Publications were discussed and certain amendments were suggested to be incorporated and placed in the next meeting.
6. MGM Journal of Medical Sciences update:
The issues of the MGM Journal of Medical Sciences have not been printed on time by the JP publisher and the indexing of the journal in Scopus/PubMed has not been achieved, due to the fact that there is delay in the publication issues, it was suggested to look for a new publisher to published the MGM Journal of Medical Sciences
7. Any other matter with the permission of Chair:
As there was no other matter for discussion, meeting ended with vote of thanks.


(Member Secretary)


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15th January, 2019

Meeting of Committee on Publication Guide Lines

Meeting of Committee on Publication Guide Lines will be convened on 21st January, 2019 at 10.00 am on the 3rd floor Conference Room, to discuss the following agenda:

- 1] Confirmation of the Minutes of the Meeting held 17th November, 2018
- 2] Amendment of the Guidelines on Publications
- 3] Plagiarism in Research Writing
- 4] Approval of Publications submitted
- 5] MGM Journal of Medical Sciences update
- 6] Compilation of Research Publications
- 7] Any other matter with the permission of Chair


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23rd January, 2019

Minutes of the Meeting of Committee on Publication Guide Lines

Meeting of the Committee on Publication Guide Lines was held on 21th January, 2019 at 10.00 am on the 3rd floor Conference Room. The following members were present:

1. Dr. Savita Shahani	:	Chairperson
2. Dr. Motilal Tayade	:	Member
3. Dr. Deepak Bhosale	:	Member
4. Dr. Ipseeta Ray	:	Member
5. Dr. Sadhana Kulkarni	:	Member
6. Dr. Sudhir Kulkarni	:	Member
7. Dr. Rajesh K Dase	:	Member
8. Dr. Rita Abbi	:	Member
9. Dr. Rajani Mullerpatan	:	Member
10. Dr. Mansee Thakur	:	Member
11. Dr. Raman P Yadav	:	Member
12. Dr. Ponchitra R	:	Member
13. Dr. R P Dixit Member	:	Member
14. Dr. Sabita M Ram	:	Member Secretary

1] Confirmation of the Minutes of the Meeting held 17th November, 2018:

The minutes of the meeting held on 17th November, 2018 were read and confirmed.

2] Amendment of the Guidelines on Publications:

The amended Guidelines on Publications were discussed, which were placed in the Research Cell meeting held on 16th January, 2019, and these were submitted to the BOM for final approval.

3] Plagiarism in Research Writing:

Research publications and the various types of Plagiarism were discussed and emphasis was placed on propagating to all Undergraduate, Postgraduate and PhD students to have originality in publishing research articles. All Research Articles, Thesis and Dissertations must be run-through the Plagiarism Software (URKUND). The University Librarian was advised to allocate the URKUND ID to all Mentor's and Guides to check the Plagiarism. As per the UGC guidelines more than 10% Plagiarism is not accepted.

It was suggested to invite technical persons from INFLIBNET and URKUND to hold a workshop on Plagiarism for addressing queries regarding upload and checking similarities in Research Publications and Thesis.

4] Approval of Publications submitted:

The Research Publications received for publishing in journals were reviewed by the expert panel and few suggestions were given to enhance the quality of publications. It was suggested that, Research Publications should be submitted in high impact factor journals Indexed in Scopus, PubMed or UGC Care List.

5] MGM Journal of Medical Sciences update:

Irregularity in publishing of the MGM Journal of Medical Sciences by JP Publisher was discussed. The University Librarian suggested the alternative publisher M/s. Wolters Kluwer, to take over the publications of the journal and regularize the issues and look into the indexing of the journal in Scopus/PubMed.

6] Compilation of Research Publications:

A compilation of the last five years (2014-2018) research publications was carried out, with research articles indexed under Scopus, PubMed, Web of Sciences & UGC and submitted for the SSR report. All departments were suggested to have their Google Scholar id for uploading their research articles.

7] Any other matter with the permission of Chair:

As there was no other matter to discuss. The meeting ended with thanks to the Chair.


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