



**OFFICE OF OSD-1 / ओ एस डी-1 का कार्यालय**

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Officer on Special Duty-1 / विशेष कर्तव्य अधिकारी-1

No. MANUU/Office of OSD-1/2025-2026/F.3/ 01

2<sup>nd</sup> May 2025

**CIRCULAR**

**Sub: MANUU - Publication Requirements for Annual Increments - Regarding.**

Educational and research institutions worldwide are generally ranked on the basis of international indices. In India, the main frameworks for university rankings include NIRF (National Institutional Ranking Framework) – run by the Ministry of Education, Government of India and the QS India Rankings and Times Higher Education India Rankings which are international rankings with Indian adaptations.

Among these, NIRF is the most widely recognized and used for national benchmarking. In **NIRF Rankings, Research and Professional Practice (RP)** is a key component, accounting for **30%** of the overall score. There is a basic requirement of publications that faculty should fulfill in this context. The Maulana Azad National Urdu University, Hyderabad has set the following expectations from faculty members linking their research output to annual increments starting from the academic year 2025-26.

With reference to the Meeting of Deans and Directors held on 4<sup>th</sup> April 2025 and further its ratification in the Standing Committee of the Academic Council of the University on 9<sup>th</sup> April 2025 MANUU, the following is/are decided:

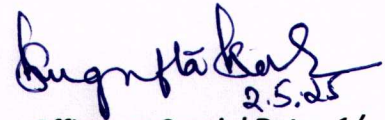
To be eligible for annual increments, faculty members must fulfill **ONE** of the following within an academic year. The publications is to be from the evaluation period (e.g., previous academic year, 2025-26 upon its completion).

1. Two peer-reviewed articles per year in refereed/UGC care listed journals/ reputed journals such as Scopus, Web of Science (WoS) indexed journals
2. One book published by sole author
3. Two edited books
4. Two monographs
5. Three chapters in books
6. Translation of one book
7. Development of E-content/Audio visual lessons (minimum two units)
8. Self learning Material (minimum two units)
9. Patent (minimum one)

continued.....

Faculty is encouraged to collaborate with colleagues and research scholars to produce high quality research. Being first author or corresponding author shall be valued highly. Co-authored works may be considered with reduced weightage unless collaboration is essential in the discipline. Faculty shall be required to submit copies of publications, acceptance letters, and journal indexing proof.

Predatory or low-quality journal publications shall not be entertained. Payment of subsidy to publishers to publish just a few copies of a book with limited circulation is against the publishing norms and shall not be considered.

  
2.5.25  
**Officer on Special Duty - 1/**  
विशेष कर्तव्य अधिकारी-1

To:

1. All the Deans of Schools of Studies
2. All the Directors of Centres and Directorates
3. All the Head of the Departments
4. All Heads / Principals / Incharges of the CTEs / Polytechnics / ITIs / Satellite Campuses, etc.
5. RDs / ARDs (under teaching categories)

with the request to circulate  
among the faculty members

Copy to:

1. VC / Registrar / F.O. / COE
2. CIT - for uploading on University website