KYAMBOGO ***UNIVERSITY***

RESEARCH AND INNOVATIONS POLICY

NOVEMBER 2014

Foreword

Kyambogo University vision of being a centre of academic and professional excellence can only be realised through building a culture of research. In light of the above, the University formulated this policy on Research and Innovations that provides an agenda, and the framework/guidelines for research at every sector of the University. It further provides for the implementation plan with the hope of creating an enabling environment for research and innovations to flourish. The overall expectation is enhanced research and Innovations visibility at the University.

This policy therefore, establishes the environment within which academicians, postgraduate research students and practitioners carry out research. It also provides an overarching framework for the development and implementation of all research management at Kyambogo University.

Prof. Eli Katunguka-Rwakishaya
VICE CHANCELLOR

List of acronyms:

URC	University Research Committee
URF	The University Research Fund (URF)
KyU	Kyambogo University
PPP	Public Private Partnership
DVC (F&A)	Deputy Vice Chancellor, Finance and Administration
VC	Vice Chancellor
MCU	Manager Consultancy Unit
HoD	Head of Department
RIEC	Research Innovations Ethics Committee
R&I	Research and Innovation

Definition of terms:

For purposes of this policy, unless otherwise stated, the following definitions and abbreviations shall apply:

Staff: refers to both teaching and non-teaching staff at Kyambogo University.

Innovation: refers to creative ideas, inventions, practical outcome of research

Research: comprises creative work undertaken on a systematic basis in order to increase the stock of knowledge, including human knowledge, culture and society, and the use of this stock of knowledge to devise new applications.

The University: refers in this case to Kyambogo University

The University Research Fund: refers to part of the research investment made by the University.

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1.0 Preamble

In the current trends of Knowledge- based economy, Research and Innovations is becoming more popular than before. There is need to have a Policy to streamline Research and Innovations activities in the University. A major highlight in the National Development Plan (NDP, 2010/11 – 2014/15) is the emphasis on the creation of a culture of Research and Innovations through acquisition and application of Knowledge. The National Vision - 2040 underscores the various innovations nationwide as a pillar to development. These can only be achieved through basic and applied research in the various disciplines. Kyambogo University has the capacity to contribute nationally in this research and innovations through her core activities of Science and Technology, Engineering, Vocational, Humanities, ICT infrastructure enhancement/e-Kampus and Special Needs.

1.1 **Vision:** To be a Centre of Academic and Professional Excellence

1.2 **Mission:** To advance and promote knowledge and development of skills in Science, Technology and education and such other fields having regard to quality, equity, progress and transformation of society.

1.3 **Motto:** Knowledge and Skills for Service

1.4 **Core Values**

1.4.1 **Quality**: Ensuring high quality of output and service delivery.

1.4.2 **Equity**: Ensuring equal opportunity for all in all its programmes.

1.4.3 **Integrity**: Promotion of a high sense of moral and ethical standards in all its dealings with stakeholders and the public.

1.4.4 **Professionalism**: Professionalism is to be observed in all dealings and execution of the University's mandate.

2.0 Legal Framework

This policy draws its mandate from the following:

2.1 The Constitution of the Republic of Uganda 1995 as amended 2005 by Act No. 11 0f 2005

2.2 The University and Other Tertiary Institutions Act 2001 as amended 2003,

2.3 Statutory Instrument No. 37, 2003,

2.4 The National ICT Policy 2003,

2.5 The National Science, Technology and Innovations Policy 2009, and

2.6 The Comprehensive National Development Planning Framework (CNDPF) of 2007

3.0 Purpose of the Policy

The purpose of the Research and Innovations Policy is to strengthen the research culture, build research capacity and increase the contribution of Kyambogo University in knowledge generation and innovations for national development.

4.0 Guiding Principles

4.1 Search for Truth

The primary mission of scholars in the University is to search for truth. Research conducted in the University must therefore be guided by standards that facilitate the search for truth and also promote the spirit of creativity, honesty and integrity.

4.2 Create enabling environment for Research and Innovations

Search and generation of knowledge and innovations derived from research necessitate an implementing institution to create an enabling environment in particular, enhancement of ICT infrastructure, laboratory and other infrastructure development/improvement.

4.3 Effective and efficient coordination of Research Management

Research and Innovations activities carried out in the University must be managed and coordinated effectively and efficiently for the benefit of the stakeholders.

4.4 Provide adequate resources for research and innovations

Providing adequate resources for staff and students to carry out research is critical for tangible research output. These resources include funds generated from donors, the University, human resources (staff and students).

4.5 Publish and disseminate research findings

All research and innovation outputs must be published and/or disseminated for the benefit of research users and the entire community.

1.4.6 Practice equity and transparency

Integrate gender and inter-disciplinary approach in all research and innovations and distribute resources on the principle of equity and transparency.

4.7 Apply Integrity and Ethics

Integrity and ethical conduct shall be applied in all research and innovations undertakings at the University.

4.8 Adhere to Quality and Professionalism

All research and Innovations shall adhere to national and International standards.

4.9 Provide Incentives and Rewards for Research and Innovations

The University shall recognize and reward Staff who carryout research and innovations at the University.

4.10 Provide Community Social Responsibility

Research and Innovations at the University shall aim at solving societal problems for positive impact in the communities.

5.0 Policy Statement

Kyambogo University recognizes the significance of research and innovations in promoting the image of higher education institutions and its contribution to social-economic well- being of society. The University is committed to the establishment and promotion of a research culture, building research and innovations capacity and increasing the University's research income. This policy provides key strategies and governance structures that will be used to enhance research and innovations in the University. The University has therefore developed a research and innovation policy that will ensure that the university:

5.1 is able to maintain and develop its research competence, and national and international credibility across a wide range of fields of knowledge;

5.2 facilitates the provision of diverse, high quality research training environments;

·5.3 supports the expansion of investment in research;

5.4 expands opportunities and choice for research staff and students;

5.5 enables collaboration with research organisations in order to respond flexibly to changes in the development of, and demand for knowledge;

5.6 secures and strengthens universities' ability to respond to national and internationally challenges through basic and applied research;

5.7 supports the development and dissemination of knowledge for its own sake as well as the social and cultural benefits it will bring to the wider community;

5.8 extends the contributions of higher education research to the national innovation system through closer links with industry; and

5.9 makes more effective and visible the impact of research and research training

5.10 provides a research agenda for national economic development, competitiveness, social problem solving and community well-being

6.0 Policy Objectives and Strategies

The objectives of this Research and Innovations policy are:

6.1 Objective 1: To enhance "Knowledge and Skills for Service" through research and innovations**;**

6.1.0 Strategies for Objective 1:

6.1.1 encourage all staff and students of Kyambogo University to prioritize research and innovations among their core activities;

6.1.2 support inter-Departmental/Faculty/School/Institute research and innovations teams;

6.1.3 source for more collaborative development partners and donors for increased resources;

6.1.3 increase administrative support for research and innovations at Kyambogo University;

6.1.4 identify and ring-fence funds for research and innovations;

6.1.5 strengthen ICT infrastructure to facilitate research and innovations; and

6.1.6 establish and support a Research and Innovation Unit.

6.2 Objective 2: Support critical inquiry and research-based education through provision of resources to increase both the quality and quantity of research/innovation outputs and marketing of the Intellectual Property assets.

6.2.0 Strategies for Objective 2:

6.2.1 Increase income generating units, mount more post- graduate programmes and enhance collaboration with industry and other development partners to create a big financial pool for research and innovations;

6.2.2 Equip the University library with modern reading materials/ enhance e-resources and vigilantly pursue academic exchange collaboration through sabbaticals;

6.2.3 Create awareness on Intellectual Property rights and assets and its benefits through conferences, seminars and symposia; and

6.2.4 Establish and support a University Ethical Review Committee.

6.3 Objective 3: Identify and mentor potential Researchers/Innovators

6.3.0 Strategies for Objective 3:

6.3.1 coordinate and organize research conferences and make the publications available online and in print;

6.3.2 build capacity of staff and students to write fundable proposals and projects; and

6.3.3 nurture talent and facilitate the incubation of new ideas through the establishment of University Science and innovation Centers.

6.4 Objective 4: Promote group interactions and consortia formations for trans-disciplinary research and innovations

6.4.0 Strategies for Objective 4

6.4.1 develop the University research infrastructure through the replacement of ageing physical equipment/structures, improvement of library resources, provision of an efficient and supportive administration and peer support for basic and applied research;

6.4.2 promote the visibility of the University through quality peer reviews and regular publication of research outputs;

6.4.3 identify and promote areas of existing strength, opportunities and explore their maximum utilization;

6.4.4 facilitate networking with industry and other development partners in order to promote the University's involvement in social, economic, scientific, technological and cultural development;

6.4.5 review research management regularly to fulfill the fundamental element of Kyambogo University's mission statement; and

6.4.6 diversify areas of research and innovations for competitiveness.

7.0 Scope

This policy applies to all research and innovations done by staff and students of the University as well as collaborating partners within and outside the University. The policy shall cover the University's niche in Special Needs, Vocational Education, Science, Technology and Engineering, Teacher Education, Humanities, Management Sciences and any other areas relevant to the University.

8.0 Implementation of the Policy

The policy covers four focus areas, viz; research infrastructure, research administration, research resources and management. Each of the focus areas aims at implementing the University's research agenda. The University shall develop a research and innovations manual to guide the implementation of this policy.

9.0 Governance and Management of the Policy

9.1 Governance

The various offices and committees across the University shall facilitate or oversee research and innovations. Many of these are Faculty/School based Committees and serve only the community of the Faculty/School while others are University level committees that provide services across the Institution. The policy will be implemented through the following governance and management structure.

9.1.1 The University Council

As the supreme governing organ of the University, the University Council shall approve the Research and Innovations Policy and provide oversight role in the implementation of this policy.

9.1.2 The University Senate

The University Senate shall provide guidelines and monitor the implementation of this policy.

9.1.3 University Ethical Review Committee

The University Ethical Review Committee shall be a Committee of Senate responsible for monitoring and enforce the ethical standards of all research activities carried out by staff, students and partners of Kyambogo University.

9.2 Management

9.2.1 The Research, Grants and Publications Committee

The Research, Grants and Publications Committee shall be responsible for the operational management of the research and innovations activities in the University. This committee shall be chaired by the Deputy Vice Chancellor Academic Affairs and the membership shall be representative of Faculties/Schools.

9.2.2 Graduate School

The Graduate School shall coordinate research and innovation activities in the University. The Faculty/School Research coordinators shall be link persons between the Faculties/Schools and the Graduate School.

9.2.3 Faculty/School Research Grants and Publication Committee

Faculty/School Research Grants and Publication Committee shall be responsible for the operational management of the research and innovations activities in the Faculty/School.

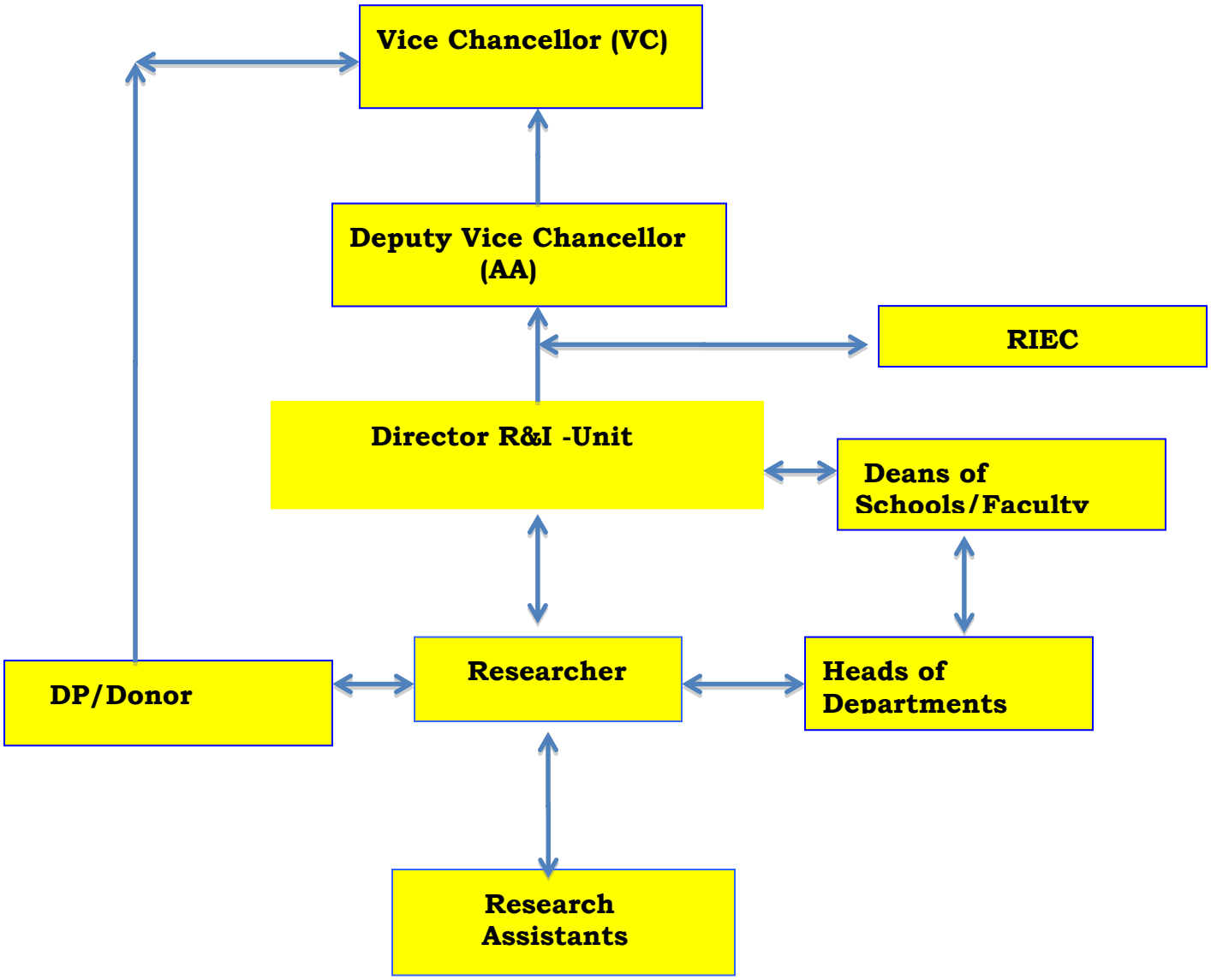
This committee shall be chaired by the Dean of the Faculty/School and the membership shall be drawn from all the Departments of the Faculty/School.

9.2.4 Departmental Research Grants and Publication Committee

The Departmental Research Grants and Publication Committee shall be responsible for the operational management of the research and innovations activities in the Department.

This committee shall be chaired by the Head of Department and the membership shall be drawn from all the sections of the Department.

Figure 1: Research and Innovations Management Structure



10.0 Monitoring and Evaluation (M&E)

The Dean Graduate School shall:

10.1 Develop appropriate strategies for monitoring and evaluation of the policy.

10.2 Carry out annual evaluation on the implementation of the policy

10.3 Define short, medium and long term interventions based on the outcomes of the monitoring and evaluation reports.

11.0 Policy review

This policy shall be reviewed every three years. The review process shall follow the governance and management structures of this policy.

12.0 Start date

After approval by the University Council.

Date of approval by Council on **7th November 2014**

Signature:

…….
Prof. John Okedi
CHAIRPERSON UNIVERSITY COUNCIL

Signature:

…….
Charles Okello
SECRETARY COUNCIL