



# **UGANDA TECHNOLOGY AND MANAGEMENT UNIVERSITY**

## RESEARCH POLICY

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## **INTRODUCTION**

### 1.1. Background

Uganda Technology and Management University (UTAMU) seeks to participate in training high quality human resource in the areas of management, science and technology for Uganda and the region. Furthermore, the university seeks to conduct research, consultancy, knowledge transfer partnerships and business incubation in the area of management, science and technology so as to contribute to the economic development of Uganda and the East and Central African Region.

Research is “the systematic investigation into and study of materials, sources, etc., in order to establish facts and reach new conclusions” (Concise Oxford Dictionary). A University is distinguished from other tertiary institutions by the quality of its research, and by the way in which its teaching is informed by the research conducted. Therefore it incumbent upon Uganda Technology and Management University to develop a research policy that motivates and rewards excellence in research, builds research capacity, generates resources, builds knowledge which enhances teaching and community engagement activities, and leads the University towards the realization of its Vision and Mission.

**The Vision** of Uganda Technology and Management University is “*To be a global educational institution for management, science, technology and innovation*” and

**The Mission** of the university is “*To provide global quality education, Research and innovation critical to economic and human development.*”

In an effort to fulfill its research mandate it has developed a research policy.

### **1.2. Purpose and Objectives of the Research Policy**

The purpose of the research policy is to ensure that the development and extension of knowledge through research is recognized as being among the basic purposes of the University. Both basic and applied research (fundamental and developmental research) play essential and vital roles in the University and greatly contribute to the socio-economic development of any nation.

The objectives of the research policy include:

- (i) To support the development of a research culture;
- (ii) To create an enabling environment for staff and students to undertake

- research within the research agenda of the University;
- (iii) To support the development of research capacity across the University and to extend that research-based knowledge nationally and internationally;
  - (iv) To support staff to manage, conduct, disseminate and report research results;
  - (v) To put in place procedures to manage and use research resources effectively and efficiently;
  - (vi) To improve the quality and impact of research output;
  - (vii) To enable the commercialization of research for the benefit of the researcher, the university, the private sector and the nation;
  - (viii) To support and enable graduate student research; and
  - (ix) To establish Uganda Technology and Management University as a centre of research excellence in Technology and Management in the region.

## **2. COORDINATION AND MANAGEMENT STRUCTURE**

- (i) The overall coordination of research in the university shall be under the Director, Directorate of research and innovations
- (ii) The directorate shall be given an appropriate establishment that may be varied from time to time by the University Council
- (iii) The directorate shall be a custodian of this policy
- (iv) The directorate shall develop the university research agenda, in consultation with all stakeholders
- (v) The directorate shall review the research agenda from time to time
- (vi) The directorate shall keep an inventory of all research projects taking place as well as those that took place in the university
- (vii) The directorate shall make an annual research report every academic year

## **3. RESEARCH FUNDING**

- (i) It shall be the responsibility of the university to ensure adequate and continuous funding for research
- (ii) In doing its role in (i) above, the university shall use direct funding or indirect funding
- (iii) The university shall create and promote a research endowment to cater for continued research funding in the university
- (iv) The university shall apportion a fraction of its budget for research.
- (v) The university shall require all academic staff above the rank of lecturer to source for research funds through writing proposals and negotiating research collaboration agreements

- (vi) The university shall develop a competitive reward criteria for staff that successfully win research grants
- (vii) The university shall develop a competitive reward criteria for staff who successfully complete research projects

#### **4. RESEARCH PROJECTS**

- (i) All research taking place in the university shall be in form of research projects
- (ii) All research projects shall
  - a. Be registered with the directorate of research and innovations with a registration number
  - b. Be collaborative
  - c. Have a mentorship component
  - d. Be time bound
  - e. Have a clear budget
- (iii) All Research Projects Principal Investors shall provide updates to the Directorate of Research and Innovations at intervals determined by the university
- (iv) The directorate shall determine the data to be provided by the Principal Investigators of the research projects
- (v) The Directorate of Research and Innovations shall provide guidelines on the management of all research projects in the university. The guidelines shall provide guidance on, among others,
  - a. Intellectual property
  - b. Resource management
  - c. Management of project assets
  - d. Remuneration and motivation of researchers
  - e. Project based employment
  - f. Administration overheads and their distribution
  - g. Reporting
  - h. Results dissemination and
  - i. Stakeholder management
- (vi) All research projects shall maintain WebPages to relay information to stakeholders

#### **5. STUDENT BASED RESEARCH**

- (i) All students shall participate in research during their stay in the university
- (ii) The extent of participation shall depend on the level of the programme. Undergraduate programmes shall have less research and postgraduate programmes shall have more research

- (iii) The day to day student research shall be under the supervision of the respective Student Supervisor appointed by the School Dean
- (iv) The school shall have a schedule, approved by the school board on how students' research skills are to be imparted into students
- (v) All courses shall have a component of self-study for undergraduates and research for postgraduates. The size of the component shall be determined by the school but in any case, not less than 10%
- (vi) Every school shall ensure that the research done by students is focused to certain thematic areas.

## **6. RESEARCH EVALUATION**

- (i) All staff and students, who have to do research, have to be evaluated on an annual basis
- (ii) The Directorate of Research and Innovations shall come up with evaluation criteria approved by University Senate
- (iii) All staff above the rank of lecturer shall have to meet a minimum level of research competence set by the University Senate
- (iv) All staff shall provide annual research plans to which they will be evaluated. The annual research plan shall, among include, but not limited to:
  - a. Journal Publications
  - b. Book Publications
  - c. Conference publications
  - d. Book Chapters
  - e. Research grants
  - f. Research projects
  - g. Graduate dissertations and theses
- (v) The Directorate of Research and Innovations shall reserve the right to black list some publication avenues if it is convinced they have low quality
- (vi) The Directorate of Research and Innovations shall identify recommended avenues of publication based on their impact and relevance
- (vii) The Directorate of Research and Innovations shall evaluate the status of research in the university and lay strategies for improving it to international standards

## **7. RESEARCH DOCUMENTATION**

- (i) Principal Investigators shall be responsible for the documentation of the research in their projects

- (ii) The Directorate of Research and Innovations shall ensure that all research in the university are documented
- (iii) The University through the Directorate of Research and Innovations shall maintain an archive of
  - a. Publications
  - b. Research reports
  - c. Project reports
  - d. Dissertations and theses
  - e. Technical reports
- (iv) The archive in (iii) above shall be in such a form that it is searchable and accessible by all stakeholders of the university

## **8. LEGAL AND ETHICAL ISSUES**

- (i) All researchers must abide with the legal and ethical guidelines guiding the research
- (ii) The university, through the Directorate of Research and Innovations, shall develop guidelines to protect the intellectual property rights of the researchers
- (iii) In cases of commercialized research, the university shall create a sharing arrangement of the proceeds.

## **9. RECOGNITION**

- (i) The university shall recognize the researchers and groups of researchers who have excelled in research each academic year
- (ii) The Directorate of Research and Innovations shall come up with guidelines that shall be followed each academic year
- (iii) Recognition of researchers shall be done at an annual function
- (iv) The categories to be recognized shall include:
  - a. Students
  - b. Staff
  - c. Research project
  - d. Research group
  - e. School
  - f. Centre
  - g. Institute
- (v) Recognition shall be by publicity, souvenirs, cash, or any other method approved by the University Council on the recommendation of the University Senate.

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