



**Kampala International University, Uganda**

**RESEACH, INNOVATIONS AND  
PUBLICATIONS POLICY**

**Revised 2024**

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## 1.0 Preamble

Research, innovation is a core mandate of Kampala International University and plays a central role in the achievement of university vision, mission and strategy. Established in 2001, Kampala International University is a rapidly growing institution that has since gained international repute as a provider of quality education in the region. The focus now is to provide a conducive environment to grow and entrench a research and innovations culture by providing guiding principles. The research and innovation policy of the university will guide this important area of focus of the university. The University is committed research, innovation and engagement activities that result in the creation and advancement of knowledge and technology for improvement of the quality of life.

## 1.1 Rationale

The research and innovations policy provides the framework for the development and execution of research and innovations at Kampala International University (KIU) within which the academic and any other staff carry out their research and innovation obligations, and in which case graduate students can engage and be supported in their work as subsidiary beneficiaries.

## 1.2 Scope

This is a University wide policy that guides the development and execution of research and innovations, and dissemination/uptake of research outputs for KIU staff and students. In so doing, the policy helps to eliminate possible misunderstandings that may arise anywhere, anytime during the research and innovation process.

## 1.3 Interpretation

In this policy, unless the context otherwise requires:

“**Graduate**” means a student who has pursued and completed a course of study or research and is awarded a degree or diploma;

“**National Council**” means National Council for Higher Education established under Section 4 of the Universities and Other Tertiary Institutions Act, 2001;

“**College/School**” means an administrative sub-division of the University created by the University Council as provided for under KIU Charter responsible for the primary organisation of teaching, learning, research and engagement in a particular subject; “**Senate**” means the University Senate as established under KIU Charter, 2009;

“**Staff**” means all members appointed either on contract basis or tenure for teaching, research, administration and ancillary;

“**Student**” means a person registered for the purpose of obtaining an academic qualification or any other person who may be determined by the Senate to be a student;

“**University**” means Kampala International University;

“**Vice Chancellor**” means the chief executive officer of the university appointed under Kampala International University Charter, 2009, to be responsible for the academic, administrative and financial affairs of the University;

## 2. Goals and Objectives

The research and innovations policy of Kampala International University (KIU) aims at assuring quality in conducting cutting edge research and innovations that contribute to the fund of knowledge crucial for economic development, social, scientific and technological advancement.

The objectives of the Research and Innovations policy are to:

## **2.1 Provide an environment that promotes innovative research (both basic and applied) and other innovations at KIU**

Research and innovations thrive in a supportive environment – an environment that will be provided through:

### ***2.1.1 Create research and innovation hubs that are adequately equipped for use by both internal and external researchers and students.*** The University, therefore, shall:

- i) Provide adequate infrastructure including research laboratories and i-Labs with state-of-the-art equipment
- ii) Avail quality academic staff able to write competitive research grants, and also guide and supervise research
- iii) Conduct and continuously train technical staff to support researchers in the research labs and i-Labs
- iv) Require that all equipment and other resources acquired during implementation of research and innovation projects at KIU revert to the university at the expiration of the project
- v) Establish research institutes to nurture and sustain research ideas

### ***2.1.2 Support researchers to access library, internet and e-resources by:***

- i) Facilitating staff to acquire laptops through a loan scheme
- ii) Provide adequate and fast internet bandwidth, connectivity and hot spots to improve access by staff and students
- iii) Transform the university into an e-campus by installing and maintaining internet hot spots and e-conferencing facilities
- iv) Provide and update e-research tools

### ***2.1.3 Supporting researchers to attend and present research findings at national and international conferences.*** This shall be achieved through:

- i) Providing of a travel budget in the university budget for staff to attend and present at national and international conferences. The Research, Innovation and Extension

Committee of Senate shall provide guidelines for identification of beneficiaries and disbursement of funds

- ii) Staff with evidence of partial support shall be preferred for additional support

#### ***2.1.4 Strengthen research management and coordination in the University***

This shall be achieved by:

- i) Developing a governance structure for research and innovation in the university. There shall be a Research, Innovations and Extension (RICE) Committee of Senate to guide research, innovation and extension function of the university chaired by the DVC RICE
- ii) Establishing a research grants office to guide and manage the day-to-day research and innovations activities
- iii) Establishing an engagement office to manage research partnerships, collaborations and community engagement
- iv) Establishing institutional ethics review board and committees to oversee ethical conduct of research in accordance with the university, national and international ethical standards

#### **2.2 Build the university's strength as an entrepreneurial university based on the University Research Agenda and priority areas**

The University recognizes the importance of a research agenda to guide investments in research and innovations given the limited resource envelope. Therefore, the University shall:

- i) Develop and operationalize the University research agenda that is in line with the university vision and mission
- ii) The research priorities to form the themes for the research agenda shall be identified by the academic units in a bottom up approach
- iii) Review the University Research Agenda every five years
- iv) Support research projects that are in line with the university research agenda

### **2.3 Source for funding to support the research, innovations and publication function of the University**

The policy is cognizant of the need for funds to power the research and innovations engine and enable staff to carry out quality and impactful research and innovations. The university, therefore, shall:

- i) Require Heads of Departments to lead research teams in their Departments in writing and submitting grant proposals
- ii) Require staff at the level of Senior Lecturer and above to write and submit at least one research proposal every year
- iii) Subscribe to funding databases to enable staff identify other funding sources, such as Research Africa Professional
- iv) The university to allocate funds as small grants scheme to support the research, innovation and publication function. This grant will be competitive
- v) Require both undergraduate and postgraduate students to contribute towards the research fund of the university every year
- vi) Require any research grant/projects successfully negotiated at KIU to contribute at least 15% of the total cost as overheads/indirect costs to KIU.
- vii) Provide incentives to promote the research culture such as:
  - a. Recognition of staff who produce outstanding research
  - b. Balancing teaching load with research time for staff that bring in research income
  - c. Reward staff that bring in research income with 15% of the total overhead/indirect costs
- viii) Engage with industry and government agencies to support research through:
  - a) The University providing solutions through research to Industry identified and supported problems/challenges
  - b) Joint ventures such as licencing, patents, internships and incubation centers

### **2.4 Promote research/evidence-based teaching and learning that enhances scholarship**

The University is aware of the value of experiential and lifelong learning resulting from evidence based approaches. Therefore, the University shall:

- i) Train lecturers in evidence based teaching and learning
- ii) Streamline curricula to incorporate Evidence based learning in all university curricula
- iii) Promote e-learning

## **2.5 Promote dissemination and uptake of research findings and innovations**

The university recognizes that research outputs that do not benefit the intended users is no consequence. Therefore, the University shall promote dissemination of research outputs and uptake by:

- (i) Supporting regular seminars, breakfast meetings, dissemination workshops and conferences both nationally and internationally to publicize research outputs
- (ii) Supporting regular public presentations and debates on research addressing topical areas of national or international importance
- (iii) Supporting the creation of platforms for students and staff to publish such as locally hosted journals and bulletins in both electronic and hard copy
- (iv) Requiring doctoral students to publish at least two papers in peer reviewed journals or accepted for publication
- (iv) Requiring doctoral students to publish their findings in any of the following forms:
  - a) theses/dissertations as either monographs
  - b) theses/dissertations with chapters as stand alone papers
  - c) theses/dissertations as a compilation of papers either already published or accepted for publication
- (V) Requiring that all research reports are deposited with the Idd Basajjalaba Memorial Library (IBML) and the national library

- (vii) Requiring staff at the rank of Lecturer and above to publish at least one paper from their own research work every 2 years
- (vii) Requiring all doctoral students to extract policy briefs from their theses/dissertations at the time of submission

## **2.6 Promote strategic partnerships and collaborations**

Partnerships and collaborations are increasingly becoming the cornerstone for sustainability of research and innovations in universities especially in low-income countries without an appreciable national research fund. Therefore, the university shall:

- i) Identify and enter into MoUs with reputable and leading universities and research institutions regionally and internationally
- ii) Nurture existing partnerships and collaborations

## **3. Implementation**

- (i) This policy shall be implemented and reviewed periodically by the Research, Innovations and Extension Committee of Senate
- ii) This Policy shall be implemented or supplemented in any way consistent with its terms and those of other University policies.
- . iii) In the event circumstances require any exception to the terms of this, such exceptions shall require the consent of the Vice Chancellor. The Vice Chancellor shall, when practical, seek the advice of the University Council prior to approving any exception to the terms of this Policy. When prior consultation is impractical, the Vice Chancellor shall promptly notify the University Council of any exceptions to the terms of this Policy.
- . (iv) This Policy shall not apply to on-going research projects and written agreements between the University and/or any external organization or individual, entered into prior to the date on which this Policy is adopted by the University Council.
- . (v) If an existing written agreement is renewed, revised, or amended after the date on which this Policy is adopted by the University Council, reasonable attempts shall be made to conform such agreement with the requirements of this Policy as of the date on which it is renewed, revised or amended.
- . (vi) After adoption of this policy, the University Senate shall be responsible for drawing out implementation guidelines or procedures from time to time.

#### **4. Notification**

The Office of the Deputy Vice Chancellor, Research, Innovations and Extension shall inform all persons subject to this Policy of its terms after its adoption and at regular intervals thereafter.

**5. Date of Commencement:** January 19, 2017