

GREAT LAKES UNIVERSITY OF KISUMU (GLUK)



RESEARCH POLICY

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Signed:

Vice Chancellor, Secretary to Council

Date:

Chairman of Council

Date:

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DEFINITION OF TERMS

Research: The search for knowledge or any systematic investigation pursued to establish novel facts, solve new or existing problems, prove new ideas, or develop new theories, usually using sound and systematic methodology.

Researcher: A person (staff or student) engaged in scientific/artistic inquiry

Research Policy: A set of principles and guidelines that direct the conduct of an inquiry

Collaborator: A staff or student engaged in a research project under the guidance of a lead investigator also called a Principal Investigator

Externally funded Project: A project that draws funds from external funders through successful proposal bidding and subsequent funding

Intellectual property Rights: The outcomes of intellectual activity and creative effort for which various rights and protections may be conferred by statute, contract or common law It includes any invention, discovery, or creation, which may be protected by way of trademark, patent, design, copyright, know-how, trade secret permit and plant variety, and all applications, drafts and workings relating to these rights.

Principal Investigator: The lead investigator in a research project who is recognized as such in research proposal conception, or funding acquisition of research in an institution

Student Researcher: A student enrolled at CU and attached to a research project as a collaborator or a research assistant

Management: Strategically controlling, coordinating, directing, and supervising so as to achieve the best results in the most effective and efficient manner.

Staff: Full and part-time employees of Great Lakes University

Research Misconduct : Any acts of fabrication, fraud, falsification, plagiarism, grievous mischief or unethical practices in research

EXECUTIVE SUMMARY

Great Lakes University of Kisumu **Research Policy** is a set of regulations developed by the University to guide research operations in accordance with best practice in research management.

The policy describes the university research activities and it is intended to facilitate efficient and effective management of research in the university. It aims at ensuring that all research conducted in the university is valid, sound and takes the rigour it deserves to fulfill the university's Vision, Mission and Objective.

Signed:

Vice Chancellor, Chair of the University Senate

Date:

1.0. GENERAL UNIVERSITY INFORMATION

Great Lakes University of Kisumu is committed to maintaining high standards of education and training of professionals who are responsible stewards of resources and services in the society. GLUK graduates after going through the learning experience with the institution go out equipped with the following rare and important attributes; high level of integrity, transparency and accountability, they are selfless, inclusive and participatory providing space and voice for all people. Our curricula prepare them to meet the needs of the market and professional bodies.

The following section provides guidelines that are applied to determine the eligibility of the applicants seeking admission to various programmes offered at GLUK.

1.1. Vision, Mission, Philosophy and Core Values of the University

1.1.1 Vision:

The Great Lakes University of Kisumu (GLUK) is established as a centre of excellence bridging academics with community and institutional based development.

1.1.2 Mission:

The Mission of GLUK is to develop effective and concerned managers or leaders with a vision for the transformation of situations in the African context.

1.1.3 Philosophy of the University:

GLUK believes that all people and communities have capacities and are fully engaged in individual, collective and collaborative actions to solve their own problems.

1.1.4 Core Values and principles:

All members of the University in their individual and collective capacities shall be fully committed to high standards of good governance and shall act in a manner consistent with the following values and principles which shall provide the framework within which all the University activities shall be performed:

- | | |
|-----------------------------|--|
| a) Excellence. | Respect for dignity of every person. |
| b) Results orientation. | Accountability and prudent stewardship of resources. |
| c) Integrity and honesty. | Mutual respect. |
| d) Inclusive participation. | |

2.0. INTRODUCTION

Great Lakes University of Kisumu aims to foster an atmosphere of honesty, trust and collaboration between and among researchers and students. This kind of atmosphere is expected to improve the quality and quantity of research and to avoid jeopardizing the reputation of the University and possibly damaging the researchers' careers.

The Research Center Office wishes to acknowledge the role played by Great Lakes University in putting in place structures which make it possible for the University staff and students to be able to undertake research.

2.1. REQUIREMENTS TO UNDERTAKE RESEARCH

The University attaches considerable importance to research and all faculties should undertake research.

2.1.1. All academic staff and postgraduate students have the right to and are required to conduct research and engage in scholarship and to publish their findings.

2.1.2. All academic staff have a right to and shall, where appropriate, seek research funds in support of their research.

2.1.3 The requirement to undertake research is a career expectation and over time will be balanced as appropriate with the other obligations of academic staff.

2.1.4 The University believes that the focus of decision-making about the balance of research and other activities for a Faculty, its disciplines and its staff should lie within the Faculties as headed by Deans. It is here that knowledge of available resources and expertise is most detailed and where strategic and operational objectives are set.

2.1.5 The University and its constituent faculties consider that excellence in research, teaching, consultancy, professional practice, course development and management merit parity of esteem.

2.1.6 The University has the ultimate responsibility for taking an overview of its research portfolio and, through the research and extension Office and the strategic planning process, will annually negotiate with faculty deans on the balance of their activities. The University will set out its priorities as they relate to research through the University strategic Plan, which will be monitored through the annual performance contracts.

2.2. Postgraduate Student Research:

(a) Postgraduate students undertaking research make a vital contribution to the research environment and output of the University. All research will thus be required to be deposited at the Research and extension Office for noting.

(b) Faculty Deans are responsible for ensuring that the management of postgraduate research degrees complies with the University policy.

(c) Citation and acknowledgement

It is important in all publications, including such documents as research proposals, to cite all sources properly. The form of citation is usually specified by the journal in which the article is published. In GLUK, the American Psychological Association (APA) style is preferred.

Citations serve two purposes

- i. To direct the reader to further information;
- ii. To give due credit to the source of ideas, quotations, or data;

2.3. Plagiarism

Plagiarism is the unattributed and unaccredited use of the ideas and work of others, whether this is in published work or in unpublished documents. It is not just the word-for-word reproduction of the work of another without attribution. Such reproduction certainly constitutes plagiarism and may also be an illegal breach of copyright, but plagiarism is also the use in any form of another's original ideas without attribution. There is a range of culpability. As ideas become absorbed into common knowledge, it may become difficult to determine their source. For this reason the highly publicized cases tend to be concerned with the direct reproduction of another's work as one's

own. Nonetheless, researchers must continually be alert to the possibility that they may be unconsciously using the ideas of others. Care must be taken therefore to acknowledge all sources.

3.0. RESEARCH PARTNERSHIPS

National and international research partnerships are at the core of the functioning of the Research Centre of Gluk. Partnerships offer avenues for research capacity development, dissemination of research findings and new research platforms upon which our researchers may build new visions and chart new directions for our society and the world more broadly. Hence;

- i) The Center will create enabling environment to foster sustainable partnerships through student and professional exchange programs, and provide fora for researchers, institutions and companies to identify research challenges and develop problem solving partnerships.
- ii) The Center will strive to build meaningful partnerships that deepen our commitments to comprehending and responding public health issues in African context.
- iii) The Center will envisage international research partnerships that seek to harness the best traditions of scholarly exchange while averting the risks of dependence that often follows from historically entrenched structural inequities between institutions in the north and south.

The Center will encourage individual research initiatives as well as other partnerships involving faculties/ schools/departments and the Center in establishing international research networks.

3.1. Statutory and Ethics Obligations

- (a) Academic staff are required to carry out their research in compliance with all statutory, ethical and contractual obligations as per the Human Ethics Policy and the Animal Ethics Policy.

- (b) All research projects conducted by staff and students that involve human subjects or animal subjects, including those undertaken as part of a teaching programme, must secure the prior approval of the relevant ethics committee.

3.2. Publication and Intellectual Property:

Staff and students are required to comply with the University's Intellectual Property Policy.

- (a) As the University is a publicly funded body the standard expectation is that all research outputs will be published in a publicly available form.
- (b) This expectation is subject to any considerations that justify either restricted publication or delayed publication to be considered on a case by case. Such considerations include the need to observe any contractual, confidentiality or privacy obligations entered into in respect of the research or the need to ensure the protection of any intellectual property arising out of the research.

4.0 Guidelines on Ethics:

Great Lakes University of Kisumu researchers will be expected to foster an atmosphere of honesty, trust and collaboration between researchers. This shall be in accordance with a policy and ethics to be developed and the researchers' conduct will aim to improve the quality and quantity of research and avoid jeopardizing the reputation of the University and damaging the researchers' careers.

5.0. Publications:

5.1. All scholars involved in publishing must be very careful in using material from other authors and ensure that it is properly acknowledged. The deliberate copying of other people's work and the presentation of it as one's own constitutes plagiarism, which is unacceptable to the university. Those who use material which is not produced by them have a responsibility to make its status and origins quite clear to those to whom it is presented.

5.2 Journal Development- Research Results shall be disseminated through a university journal, workshops and seminars

5.3. All authors listed on the publication should have contributed in a significant way to the work. The Principal Investigator's author is responsible for the entire publication and should ensure that other authors accept, in writing, responsibility either for the entire paper or, where the contributions are distinguishable, for that part of it which they have authored. When collaboration between institutions is involved in a publication, each institution should be aware that all authors have accepted appropriate responsibility.

6. The Review Process:

A minimum of two reviewers who are conversant with the research areas shall be appointed for the review process. This will target senior and experienced staff who shall be lead resource leaders in the review process.

Allocations shall depend on the quality of the proposals and the general research record of the applicants.

In assessing proposals, the reviewers shall be guided by established principles depending on the discipline and the nature of the project.

7. References:

This policy was informed by relevant national legislation and documents such as:

1. The Constitution of Kenya
2. The Commission for University Education Standards and Guidelines
3. Universities Act 2012 (revised 2016)
4. The Government Printer. Kenya Gazette Supplement No. 65. The Universities ACT (cap. 210B).
5. The Kenya National Bio-safety Policy, 2003. Pg 8
6. The National Council of Science and Technology in Kenya <http://www.ncst.go.ke>. Date accessed March 12th 2012.
7. The Kenya National Environmental Health and Safety Policy, 2007, Pg. 16