



For an Open Mind

UNIVERSAL TECHNOLOGY AND MANAGEMENT UNIVERSITY

**UTAMU**

## **UTAMU RESEARCH POLICY, 2026**

APPROVED BY THE UNIVERSITY COUNCIL AT THE MEETING HELD ON \_\_\_\_\_

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## 1.0 INTRODUCTION

### 1.1 Background

Universal 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 world at large. 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, the African continent and world at large.

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 Universal 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 the Universal Technology and Management University is "To be a global educational institution for management, science, technology and innovation."

**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.

#### 1.1. 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. Based on this, all research conducted at UTAMU is governed by this Research Policy and aligned to the approved Research Agenda.

**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 Universal 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, innovation and enterprise in the university shall be under the Graduate School.
- (ii) The Graduate School shall be given an appropriate establishment that may be varied from time to time by the University Council
- (iii) The Graduate School shall be a custodian of this policy
- (iv) The Graduate School shall develop the university research agenda, in consultation with all stakeholders
- (v) The Graduate School shall keep an inventory of all research projects taking place as well as those that took place in the university
- (vi) The Graduate School shall make an annual research report every academic year

## **3. RESEARCH FUNDING**

It shall be the responsibility of the university to ensure adequate and continuous funding for research. In doing this role;

- (i) The university shall use direct funding or indirect funding
- (ii) The university shall create and promote a research endowment to cater for continued research funding in the university
- (iii) The university shall apportion a fraction of its budget for research
- (iv) university shall require all academic staff above the rank of lecturer to source

for research funds through writing proposals and negotiating research collaboration agreements

- (v) The Graduate School shall keep an inventory of all research projects taking place as well as those that took place in the university
- (vi) The university shall open up a separate bank account designated to research and innovation activities
- (vii) The university shall develop a competitive reward criterion for staff that successfully win research grants
- (viii) The university shall develop a competitive reward criterion for staff who successfully complete research projects
- (ix) The University shall ensure a reasonable reduction in teaching credit units for the researchers who have won research or innovation grants to enable the effective and timely completion of the project tasks and to mitigate the impact of heavy teaching responsibilities.
- (x) The university shall ensure that all research and innovation projects contribute 15% of the research costs as institutional overheads/indirect costs. This shall be reviewed by the Committee of Research and Publications from time to time
- (xi) The University shall subscribe to databases that provide information on funding opportunities
- (xii) The university shall provide general information including databases on possible sources and modes of research funding on a regular basis

#### **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 Graduate School 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 quarterly updates to the Graduate School.
- (iv) The Graduate School shall determine the data to be provided by the Principal Investigators of the research projects

- (v) The Graduate School 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 AND SUPERVISION**

- (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.
- (vii) Supervisors shall provide structured and documented academic guidance, intellectual mentorship, timely feedback to ensure the candidate's satisfactory progression, research integrity, and timely completion.
- (viii) Supervisors shall be contingent upon demonstrable subject expertise, research experience, and familiarity with institutional research standards and ethical requirements.
- (ix) Where appropriate, co-supervision arrangements shall be established to strengthen disciplinary coverage and ensure continuity in the event of staff

absence, resignation, or incapacity.

- (x) Supervisors must possess appropriate academic qualifications above the level of the degree being supervised and demonstrate ongoing scholarly activity.
- (xi) The university School shall ensure that supervisors have access to capacity-building opportunities in research supervision, ethics, and postgraduate mentorship.

## **6. RESEARCH EVALUATION**

- (i) All staff and students, who have to do research, have to be evaluated on an annual basis
- (ii) The Graduate School 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 Graduate School shall reserve the right to black list some publication avenues if it is convinced, they have low quality
- (vi) The Graduate School shall identify recommended avenues of publication based on their impact and relevance
- (vii) The Graduate School shall evaluate the status of research in the university and lay strategies for improving it to international standards

## **7. RESEARCH DOCUMENTATION**

Research documentation referred to here applies to the research carried out under the auspices of UTAMU.

- (i) Principal Investigators shall be responsible for the documentation of the research in their projects
- (ii) The Graduate School shall ensure that all research in the university are

documented

- (iii) The University through the Graduate School shall maintain an archive of
  - a. Publications
  - b. Research reports
  - c. Project reports
  - d. Dissertations and theses
  - e. Technical reports
  - f. Audio-visual content
- (iv) The archive in (iii) above shall be in such a form that it is searchable and accessible by all stakeholders of the university through the institutional repository.

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

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

## **9. THE USE OF ARTIFICIAL INTELLIGENCE IN RESEARCH**

- (i) AI tools may be used to support data analysis, literature discovery, language editing, and modelling, but not to replace critical scholarly reasoning or intellectual ownership
- (ii) Researchers must disclose the extent of AI use in proposals, theses, dissertations, and publications
- (iii) AI-generated content shall not be listed as an author
- (iv) Researchers bear full responsibility for accuracy, originality, and ethical compliance
- (v) Use of AI must comply with data protection laws and avoid algorithmic bias.
- (vi) Breach of this Code constitutes research misconduct

## **10. RECOGNITION**

- (i) The university shall recognize the researchers and groups of researchers who have excelled in research each academic year
- (ii) The Graduate School 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
- (iv) Recognition shall be by publicity, souvenirs, cash, or any other method approved by the University Council on the recommendation of the University Senate.

## **11. MONITORING AND EVALUATION**


Monitoring will be cardinal to the effective and efficient implementation of this Research Policy. This entails the collection, analysis and use of the data and information to determine the progress of implementation. Additionally, periodic evaluation of programme processes with a view to using the findings for programme improvement and planning, and impact assessment will be an integral part of the design, development and implementation of the Policy.


## **12. REVIEW OF POLICY**

The University recognizes that the institutional research framework will evolve over time. Accordingly, this Policy affirms that additional research-related policies, guidelines, and procedural instruments shall be developed progressively rather than introduced simultaneously. This Research Policy will be reviewed every (5) Five years to take into account emerging issues and trends.

Signed this on ..... 27th March 2026 .....

By:

  
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Chairperson, University Council

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Vice Chancellor