



SOUTH EASTERN KENYA UNIVERSITY

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RESEARCH AND INNOVATION POLICY

2014

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ISO 9001: 2008 Certified

119. For externally funded research, a copy of the progress report shall be forwarded to the Vice Chancellor through Directorate for onward transmission to the donor.

120. The Directorate may arrange supervision visits with core peer reviewers to review progress in implementation of projects and ascertain whether the reports reflect reality.

PART XXII: Publications and Dissemination

121. At the end of the research, the Principal Investigator shall submit two (2) hard copies and one (1) electronic copy of the final report and any other publication(s) to the Directorate.

122. All research papers shall include all names of persons involved in the research and acknowledge the University.

123. In all publications, the University and the donor, where applicable, shall be acknowledged and receive copies of publications.

124. Research results shall be disseminated through workshops, conferences and seminars.

125. The Directorate shall endeavor to build research capacity through holding workshops and seminars; taking part in exhibitions and other educational forums to train researchers on preparation of research proposals, project management, publishing, presentation of research findings and maintenance of records.

126. Research articles should be submitted to the library and the Directorate of Performance Contracting.

RESEARCH AND INNOVATION POLICY

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PART XXIII: Termination of a Research Project

127. A research project may be terminated under the following circumstances:-

- (1) If the project is not started within two (2) months of award in the case of an internally-funded project.
- (2) If the project appears to be incapable of meeting its objectives and/or is being implemented unsatisfactorily.
- (3) If there is evidence of violation of any of the principles and requirements in this policy.

PART XXIV: Review of Policy

128. This policy shall be reviewed within a period not exceeding five years to capture emerging pertinent research issues of national and global concern.

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- (1) The project is not funded by any other organization. The principal Investigator shall declare the funding details.
- (2) The research results are co-owned by the Investigators and the University.
- (3) In case of an invention, the Principal Investigator and the University shall be co-owners of the patent.

PART XIX: Application for External Research Funds

109. Proposals should go through internal peer review committees at School level prior to submission to the Directorate.

110. Proposals and any other applications for external research support that require University endorsement shall pass through the Director RIT to the Deputy Vice Chancellor, ARSA.

111. An application for external funding that does not require University endorsement shall be notified to the Directorate

112. All applicants for externally-funded collaborative research projects where the project funds will not be held at the University shall not be administered in the University.

PART XX: Training and Stipend Allowance for Students/Research Assistants

113. All externally funded research proposals may incorporate student training components except where not accepted by the donor.

114. The role of the student(s) in the project shall be clearly specified.

115. Students shall receive stipend allowance as stipulated in the Memorandum of Understanding and the approved proposal budget.

116. Recruitment of students/research assistants will be by Principal Investigator in consultation with Director, RIT and DVC-ARSA for training shall be transparent.

PART XXI: Monitoring and Evaluation

117. The Board of Research, Innovation and Technology shall be responsible for regular monitoring, and evaluation.

118. For internally-funded projects, the researcher shall submit technical and financial progress reports on quarterly basis to the Directorate.

97. Each proposal that passes the initial review shall be sent to external peer reviewers who are specialists in the subject area of the proposal.
 98. A period of ten (10) days will be given to external peer reviewers to come in the University or another place to review the proposals and give their comments.
 99. Each external peer reviewer shall review and rank the proposal according to the review and rating criteria.
 100. The peer reviewer shall score proposals and rank them in one of the following categories:-

- (1) Within the top ten percent (91-100% range).
- (2) Within the top quarter, but not among the top 10% (75 - 90% range).
- (3) Within the top half but not among the top quarter (50 - 74% range).
- (4) Within the bottom half (less than 50%).

101. Each peer reviewer shall give detailed critique of the proposal, a copy of which shall be sent to the Directorate for purposes of feedback and guidance to researchers involved in preparing the proposals.
 102. All approved internally-funded research projects shall run for a duration not exceeding the specified and approved schedule.

PART XVIII: Award of Internal Research Funds

103. Each successful research proposal shall be funded, depending on the available funds.
 104. Expenditure on equipment shall be minimal.
 105. Minimal costs for manpower requirements such as Research Assistants and casuals shall be permitted. Long-term manpower requirements shall not be permitted.
 106. All Principal Investigators with on-going internally-funded projects shall not qualify for internal project funding as Principal Investigators.
 107. If one applies for internal funding in more than one project as the Principal Investigator, and more than one are accepted, then only one will be funded.
 108. For every approved proposal, the Principal Investigator shall sign the granting condition form where the Principal Investigator undertakes that:-

LIST OF ACRONYMS

1.	ARSA	Academic, Research and Student Affairs
2.	ASALs	Arid and Semi-Arid Lands
3.	MDGs	Millennium Development Goals
4.	MoU	Memorandum of Understanding
5.	RIT	Research, Innovation and Technology
6.	SEKU	South Eastern Kenya University
7.	ST&I	Science, Technology and Innovation
8.	IGOs	Intergovernmental Organizations
9.	NGOs	Non-Governmental Organizations
10.	CAADP	Comprehensive Africa Agriculture Development Program

PART I: Preamble

1. South Eastern Kenya University (SEKU) has been transformed from an Agricultural Institute to a modern institution of higher learning. The University was established under section 33 of the South Eastern Kenya University Charter, 2013. The institution is playing a leading role in the development and expansion of the opportunities for higher education and research in agriculture, forestry, mining, energy, water and environmental sciences on Arid and Semi-Arid Lands (ASALs). The institution has also strategically positioned itself to be a globally recognized University guided by its vision and mission that are aligned to the global millennium development goals (MDGs) and the national development blueprint, the Kenyan Vision 2030, which recognize that integration of science, technology and innovation (ST&I) is vital for development. The University aspires to contribute towards training manpower in science and participate in generating knowledge, technologies and innovations that contribute to national development while maintaining relevance and global competitiveness.

2. South Eastern Kenya University admitted 96 students in 2010 and the number has increased to over 3,000 in 2013. In tandem with this growth, is the increase in the number of departments, schools and academic programmes. To achieve its objectives and be responsible to contribute to national development, SEKU has developed academic programmes focusing on its core functions of teaching, research, innovation and community service in order to produce quality graduates.

3. The University supports research, innovation and technology (RIT) by soliciting for funds to support research and also supplementing the institution's contribution by availing funds for the competitive internally-funded research to students and staff members. The University has established the Directorate of Research, Innovation and Technology (DRIT), hereafter referred to as the Directorate, to coordinate and facilitate research, extension, consultancy services and vocational training and to document and conserve, transmit and disseminate through production of education materials, seminars, workshops, conferences and symposia.

4. The University is developing research facilities that will be accessible to academic researchers, research fellows, and many other interested collaborators. The institution has signed several memoranda of understanding (MoU) to enhance collaboration and networking for research and development.

The Directorate emphasizes on policy-oriented research that culminates in products, improved services and appropriate technologies for development. Therefore, there are efforts to carry out research that translates to the well-being of the end-user. This policy will therefore provide a framework for strengthening private-public relationships with the University.

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PART XV: Research Fellows and Non-Faculty Research Appointment

87. Any appointment of non-faculty external researchers, visiting researchers or research assistants for a research run by the University and drawing support from funds controlled by the University shall be in accordance with the Policy.

PART XVI: Conditions for Research Related Consultancy

88. All researchers engaged in external research related consultancies shall be required to give details of the consultancies and make disclosure of any gains through the Director (RIT) to the Deputy Vice Chancellor (DVC-ARSA) within 14 days after commencement of the activity.

89. Any perceived or envisaged conflict of interest emanating from participation in a research related consultancy shall be reported to the DVC-ARSA for guidance and interpretation as per University Policies and Statutes.

90. University disciplinary procedures and/or the relevant Laws of Kenya shall apply whenever the consultant violates this policy in part or in its totality.

PART XVII: Application for Internal Research Funds

91. The Directorate shall publish the invitation for submission of internally funded research proposals in three months prior to the end of financial year.

92. Research proposals that comprise at least 30% of either gender shall stand a higher chance of success.

93. Researchers intending to submit research proposals shall use the standard proposal preparation format obtainable from the office of the Director for Research.

94. All applications for internal research support shall be addressed to the Director through the respective Chairman/Head of Department, and through the Dean of Faculty or the Director, where applicable.

95. All submitted proposals shall be initially reviewed by the Research and Ethics Committee to determine whether the proposals are consistent with the established guidelines.

96. If there are minor deviations from the guidelines, the Principal Investigator shall be asked to correct the proposal and if they are major, the proposal shall be rejected and the Principal Investigator notified.

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76. In the event that the Principal Investigator retires, changes employer or otherwise, the funds will be managed as agreed after consultation with the sponsors and the other research team members.

77. In the event that the Principal Investigator retires, changes employer or otherwise, no research funds received by the University for the project shall be transferred to the retired staff or to the new employer of the Principal Investigator.

PART XIII: Procedures of Requisition for Funds

78. The Principal Investigator shall submit a request (an imprest) for an advance to cover research expenses as per approved work plan and budget.

79. After the initial advance, no further advance shall be made unless the previous advance is fully accounted for.

80. Failure to provide a satisfactory progress report to the Directorate and account of funds may result into termination of the award and refund demanded.

81. Any unspent research funds shall be returned to the University Research Account.

82. Research funds shall be released by the University in accordance with the Service Charter.

83. In case of external research funding, project funds will be released in accordance with the approved work plan and budget.

PART XIV: Teaching, Research and Administration Exemption

84. A lecturer is expected to teach, conduct research and undertake administrative duties and/or a combination of these duties.

85. Under certain circumstances the Vice Chancellor may grant exemption from research, teaching or administration or a combination of these duties.

86. In cases where disproportionate engagement in teaching, research, and administration is needed, the following apportionment of time may apply:-

(1)	Teaching	60%
(2)	Research	30%

PART II: VISION, MISSION AND VALUES OF SOUTH EASTERN KENYA UNIVERSITY

5. Vision

To be a globally competitive centre of excellence in teaching, research, innovation and service.

6. Mission

To provide quality education through teaching, research, extension, innovation and entrepreneurship with emphasis on dry land agriculture, natural resources and environmental management.

7. Motto

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8. Core values

The activities and decisions of South Eastern Kenya University are guided by:

- (1) **Professionalism:** In all our actions and interactions, we shall maintain ethical behavior, courtesy and professional etiquette.
- (2) **Innovation:** Innovativeness shall be the hallmark of our business activities through fostering pro-activeness, creativity and adaptability to change.
- (3) **Integrity:** We shall be honest, transparent and accountable always.
- (4) **Freedom of thought:** We shall promote and defend academic freedom.
- (5) **Teamwork:** We shall maintain a sense of unity and of common interests and responsibilities.
- (6) **Respect and conservation of environment:** We shall strive to respect and protect the natural and working environment.

PART III: Application of the Research Policy

9. This policy applies to all researchers of South Eastern Kenya University and their collaborators.

PART IV: Advisory Board (Research, Innovation & Technology) and Related Committees

10. There shall be an Advisory Board of Directorate for Research, Innovation and Technology whose Director shall be appointed by the Vice Chancellor according to SEKU Statute XVII. The members shall be drawn from among persons holding the rank of Senior Lecturer and above and who shall be responsible for the execution of the policy of the Directorate and for the control and management of its day-to-day business.

11. The Directorate shall be governed by a Management Board which shall consist of the following members:

- (1) Chairman of the Board who shall be appointed by the Vice-Chancellor from among the Professors of the University.
- (2) Director of the Directorate who shall be the secretary to the Board
- (3) Registrar (Academic and Student Affairs)
- (4) Four (4) Deans nominated by the University Management Board
- (5) Four (4) Representatives of the Senate
- (6) Two (2) student governing council representatives

12. The Management Board shall be answerable to the Vice Chancellor and shall be responsible for the following:-

- (1) To develop and recommend to the Senate the research policy of the University;
- (2) To review University research policy and make recommendation to Senate;
- (3) To establish research priorities for the University;
- (4) To receive and approve all research proposals and co-ordinate collaborative research project
- (5) To make recommendations to University Senate on the allocation of funds available for research and travel in connection with research and for traveling to conferences;
- (6) To receive reports from recipients of grants on the use of research funds received from all sources;
- (7) To allocate research funds to individual applicants out of the funds voted by University Senate for this purpose;

PART XI: Environmental Health and Safety

69. Researchers shall observe health standards as per the laid down rules and regulations in the Occupational Safety and Health Policy.

70. SEKU staff and/or their collaborators undertaking research shall undertake to ensure that their research environment is safe, healthy, and that laid down procedures and protocols are followed for the handling and release or disposal of potentially hazardous materials to ensure the safety of all persons involved.

71. All visitors to research laboratories and designated research areas shall be advised to take precautionary measures to reduce any possibility of harm to themselves and the research specimens.

72. In case of any accidental release of chemical, biological or radioactive materials, the researcher must report the incident to the head of occupational health and safety committee who shall take the necessary precautions to minimize any possible harm to the environment.

73. Research should conform to the University Environment Policy.

PART XII: Principal Investigator's Responsibilities

74. Any staff of SEKU who designated as Principal Investigator as a result of his/her participation in the preparation of the proposal and the implementation of project and being recognized as such as per the arrangements of the proposal shall be recognized as such by the University.

75. Principal Investigators shall be responsible for:-

- (1) Implementing the project within the agreed timeline for the award of grant in case of an internally-funded research project.
- (2) Proper project management that will keep the research on track.
- (3) Adhering to the principles and rules as laid down in the research policy.
- (4) Ensuring timely submission of required reports.
- (5) Encouraging collaborators in the project to be aware of good research and data management practices.
- (6) Creating awareness of the ethical implications of research and advising collaborators accordingly.
- (7) Ensuring project budgetary and financial discipline is adhered to as per the Memorandum of Understanding with the funding Agency.

PART IX: Tangible Research Property

55. Any research equipment of permanent nature shall remain the property of South Eastern Kenya University except where specified in the grant but subject to approval by Council.

56. All consumable research material including chemicals and stationery shall remain the property of the relevant department when the research is completed.

57. All vehicles purchased shall be registered in the name of the University and allocated to departments which brought in the money.

58. All the property bought through research projects will be retained by the University, and not the researchers.

59. Laboratories and Centres established through research/consultancy funds shall be the property of the University and shall be accessible for research by University staff.

60. The Laboratories and Centres established through research /consultancy funds shall primarily be headed by the Principal Investigator who spearheaded the establishment or as directed by the University Management.

PART X: Research Funds and Thematic Areas

61. The Directorate shall identify and review from time to time, with the participation of researchers, the key/strategic thematic areas based on emerging research issues.

62. The identified thematic areas in (a) shall form the basis for reviewing the University research strategy to realign itself with the national, regional and global demands of society.

63. Research funds will be managed through a Grants Section under the Deputy Vice Chancellor, Finance, Planning and Development (DVC-FP&D). The administration and management of funds shall follow the University's financial and procurement procedures except where the donor has specified otherwise.

64. All research funds shall be processed through the Directorate.

65. Research funds shall only be disbursed for the activities of the project, with the approval of the Principal Investigator and the DVC-FP & D.

66. No funds shall be disbursed if the researcher has not surrendered the previous advances (imprest) related to that particular project activity.

67. Externally funded research shall be administered in conformity with the approved proposal, work plan, and budget and in accordance with the financiers' approved procedures.

68. The Directorate will monitor and evaluate projects to ensure proper utilization of funds

(8) To formulate proposals for applications for research funds from external donors;

(9) To prepare annual budget estimates or a submission for all allocation of funds from the University resources;

(10) To identify and recommend to the University the establishment of research facilities or laboratories e.g. for testing chemicals, animal feeds, soil and water and fertilizers, vegetable oil processing

(11) To administer Intellectual Property;

(12) The term "Intellectual Property" shall be used broadly to include inventions, copyrightable works, and tangible research property;

(13) For internally funded research, the Principal Investigator, the Collaborators and the University shall be co-owners of the patent in case of an invention;

(14) For externally funded research the Principal Investigator, the Collaborators and the University, and if the donor so wishes, shall be co-owners of the patent; and

(15) All inventions shall be vetted by the Patenting Office.

13. There are three committees under the Directorate. These Committees are, the Research and Ethics Committee, the Extension Committee and the Publication Committee. Their terms of reference are as follows:

Research and Ethics Committee

14. The Research and Ethics Committee will be answerable to the Advisory Board and responsible for the following functions:-

(1) To develop and recommend to the Advisory Board the research policy of the University.

(2) To review University research policy and make recommendations to the Advisory Board.

(3) To establish research priorities for the University and guide research as per government policy on research.

(4) To receive, review and make recommendations to the Board.

(5) Co-ordinate collaborative research projects.

(6) To make recommendations to the Advisory Board on the allocation of funds available for research and travel to conferences.

- (7) To receive, review and monitor all research funds and grants.
- (8) To allocate research funds to individual applicants out of the funds voted by the University Council for this purpose and make recommendations to the Board.
- (9) To formulate guidelines for application for research funds from external donors.
- (10) To prepare annually budget estimates or a submission for all allocation of funds from the University.
- (11) To identify and recommend to the University through the Board the establishment of research facilities.
- (12) To ensure all research activities undertaken within the mandate of the University are in accordance with internationally acceptable research standards ethics and norms.
- (13) To undertake all monitoring and evaluation activities of funded research.
- (14) To address any other ethical issues brought up by the government from time to time.
- (15) To undertake staff capacity building.
- (16) The University Research Committee under the Directorate, shall:-
 - (a) Oversee that research and disposal of research materials are carried out in healthy environment, and according to the standard guide lines, respectively.
 - (b) Ascertain that specimens (plants, animals, human beings etc) are handled with respect and care as per required by law and set standards.

Extension Committee

15. The Extension Committee will be answerable to the Advisory Board and will be responsible for the following functions:-

- (1) To develop and recommend to the Advisory Board the extension policy of the University.
- (2) To establish extension services.
- (3) To receive, review and make recommendations to the Board for approval of extension proposals and outreach activities.
- (4) To identify and make recommendations on ways of raising funds to support extension activities

- (1) Carry out research in a manner that maintains his/her integrity and public confidence.
- (2) Treat research subjects and collaborators with courtesy and honour.
- (3) Respect the rights of others, to refrain from disruptive, threatening, intimidating, or harassing behavior, or behavior which is harmful to himself/herself, other person(s) or property.
- (4) Seek to maintain high standards of research ethics and professionalism in the University.
- (5) Maintain and develop knowledge and understanding of his/her respective area of expertise or professional field.
- (6) Make his/her research works known, locally and internationally, through publication, exhibitions, attendance to conferences, workshops and seminars.
- (7) Shall report any extra research sub-awards to Vice Chancellor and the main funder of the main project within 14 days after award.

PART VIII: Intellectual Property and Benefits Sharing

51. All inventions and innovations emanating from research must be reported to the Vice Chancellor through the Directorate.

52. The Directorate shall assist in the process of patenting in accordance to the major legislation that govern the protection of intellectual property rights such as Industrial Property Act 2001; the Kenya Copyright Act, No. 12 of 2001; The Seeds and Plant Varieties Act, Cap 326; Trade Mark Act, Cap 506; Anti-Counterfeiting Act, 2008 and the Constitution of Kenya, 2010.

53. South Eastern Kenya University shall recover the costs incurred in 10 (b) in full from accruing revenues before distributing net revenues in the ratio of:

(1) Inventor(s)	60%
(2) University administration research kit	10%
(3) Investors Department	5%
(4) University Endowment Fund	15%

54. The administrative cost of Research Projects and Consultancies shall be 15% of the total budget and any amount outside this range shall be subject to approval by the Vice Chancellor.

40. All researchers are expected to observe high ethical standards in the conduct of research and, when relevant, to comply with the obligations imposed by the codes of practice as outlined by the relevant funding bodies.

41. Any researcher shall take all reasonable steps to ensure that research property that is entrusted to his/her care is adequately protected and used for the intended purpose(s).

42. Use of human subjects in research shall require the Principal Investigator to obtain permission from an accredited Ethics Committee that shall approve the research and ensure that the ethical matters are adhered to.

43. The Principal Investigator shall further undertake to give tutorials to the subjects about the project, any possible harm, and debriefing them after the conclusion of the research.

Respect of gender, sex, health status, religion and culture shall be upheld by the researchers and their collaborators. Principal investigators shall be required to arrange for research permits as per the Kenyan government requirement for their research team.

44. University disciplinary procedures and/or the relevant Laws of Kenya shall apply when a researcher violates research ethical standards in such a way that he/she seriously harms the reputation of the institution or compromises the ability of the researcher to function effectively in the work place.

45. In such cases where the researcher and his/her collaborators violate acceptable research practices, the researcher, together with the collaborators, shall be blacklisted and shall not benefit from the University research funds for a period of five (5) years.

46. A researcher who contravenes (a) above or financial indiscipline shall personally and severally, be liable for losses resulting from the contravention.

47. All allegations on research misconduct shall be investigated by the Research and Ethics Committee and reports forwarded to the Directorate for further action.

48. All grievances related to the conduct of research shall be reported to the Vice Chancellor within seven (7) days of occurrence.

49. All grievances shall be considered and necessary action taken within seven (7) days of reporting.

50. A researcher shall:

- (5) To encourage activities in the Schools and Departments on matters pertaining to institutional linkage, continuing education and extension programmes.
- (6) To foster close linkage of research, training and extension through staff and student involvement in outreach programmes including public sector interaction.
- (7) To encourage and promote consultancy services by staff to clients/farmers on request.
- (8) To organize seminars and workshops on extension and outreach activities.

Publication Committee

16. Answerable to the Advisory Board the committee will be responsible for the following functions:-

- (1) To coordinate and approve University newsletters, magazines as well as other formal University documents.
- (2) To spearhead establishment of the University Press.
- (3) To receive and consider manuscripts for publication by the University Press.
- (4) To recommend to the Board publication opportunities or matters that would complement education materials availability.
- (5) To seek ways of making the University Press a self-supporting institution.
- (6) To strengthen the University staff on preparation of education materials for publication and related aspects.
- (7) To encourage academic staff to produce instruction materials.

Categories of Sponsored Projects

17. The research undertaken in the University is aligned to international, regional and national development goals; like addressing MDGs, the Comprehensive Africa Agriculture Development Programme (CAADP) and Kenya's Vision 2030.

The research will address cross cutting issues like gender equity, HIV/AIDS, food security, entrepreneurship, climate change sustainable environmental management (i.e. land and water management, green energy) market access and energy for sustainable development among others.

18. The University operates two categories of projects: Internally-funded projects and externally-funded projects. Internally-funded projects are those funded by the University through its budgetary allocation whilst externally-funded projects are those that draw funds or grants from external funders through successful proposal award. The funders could be Intergovernmental Organizations (IGOs), Non-governmental Organizations (NGOs), bilateral and multilateral organizations, private sector, government agencies, and individuals, among others. Within the research framework, funds allocated for research by the University shall be used only in Kenya unless approved otherwise.

PART V: Rights and Responsibilities in the Conduct of Research

19. All researchers shall be guaranteed their academic freedom of intellect speech and association.

20. A researcher or his/her collaborators shall not be discriminated or stigmatized on gender, sex, creed, race, medical grounds or disability.

21. A researcher will be accorded the rights and privileges to carry out research in his/her areas of competence as per available resources.

22. All basic and applied research work shall be based on original ideas which will not be in conflict with human rights, dignity, health or ethical standards.

23. The University does not discriminate any nationality, organization, or source of research funds provided it is not repugnant in law and violate the dignity of human kind.

24. The University encourages and collaborates with the local, regional and international organizations to be involved in research for development.

25. The University supports the establishment of industrial partnerships in research or in its other areas of competence.

26. All research participation agreements shall be signed after having been advised on legal matters by the University Legal Officer.

PART VI: Management of Research Knowledge

27. The Directorate shall be the custodian of all data obtained from research projects and shall keep databank.

28. The Directorate shall facilitate the transformation of the knowledge resources by identifying relevant information and then disseminating it so that learning can take place.

29. The Directorate shall promote the sharing of knowledge by linking people with people, and by linking them to information so that they learn from documented experiences.

30. All data collected in a project shall be treated as confidential until such a time when they have to be in the public domain.

31. Research results shall be co-owned by the investigators and the University.

32. All research conducted by the University staff, whether internally or externally funded through the University, shall be registered with the Directorate.

33. All data and outputs in both soft and hard copies, from internally-funded research shall be deposited in the Directorate after the conclusion of the project.

34. All external persons or organizations that need the data and information shall access them at a fee except for collaborating partners.

35. Description of data types (meta-data) shall be provided for the data sets stored.

PART VII: Research Ethics, Integrity and Conduct

36. A researcher shall not engage in acts that include, but not limited to, dishonesty, fraud, embezzlement of research funds, falsification, plagiarism, and non-compliance with the conditions stated in this policy.

37. A researcher shall not use research funds to improperly enrich him/her self or others.

38. Research shall be conducted in an open manner as required by the Memorandum of Understanding for the particular research.

39. Ethical clearances shall be obtained from the Research Ethics Committee where appropriate.