

RESEARCH POLICY

1. Purpose:

This policy establishes the research environment within which Academic Staff, Students and Visitors carry out their Research at Karachi Institute of Economics and Technology (KIET). It also provides an overarching framework for the development and implementation of all research management at KIET within the ambit of ORIC.

KIET is very keen to promote research and offers a variety of incentives to faculty members related to publication of research. This document “Research Incentive Award Policy” is attached to this document.

2. Definitions

In consonance with IP Policy the following definitions shall apply:

- **Author.** Any person to whom this Policy is applicable, who individually or jointly with others makes a design, a mark or copyrightable work.
- **Institution.** Karachi Institute of Economics and Technology (KIET)
- **Invention.** A creation (a new device or process) resulting from Research.
- **Inventor.** Any person who individually or jointly with others makes an Invention.
- **Office of Research Innovation and Commercialization Steering Committee** shall govern ORIC and its members shall be notified by the Institute.
- **Research.** Any creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications.
- **Research Contract.** Any type of agreement between the Institution and an external party or research sponsor, concerning Research, which could result in IP being created at the Institution.
- **Research Project.** Any project that forms the basis of Research undertaken by the Institution and includes projects undertaken by a Student, under the supervision of a Staff Member or a Visitor, as part of a research degree program.
- **Scholarly Works.** All copyright works which are the outputs of academic Staff Members, Students or Visitors, including research, creative and other outputs in

area(s) of their expertise. It does not include Course Materials and computer software and databases.

- **Senior Responsible Officer.** The President of the Institute.
- **Staff Member.** Any person who is under a contract of employment as permanent staff with the Institute including academic, research, administrative or technical.
- **Student.** Any student registered for an approved course at the Institution.
- **Visitor.** Any person who is neither a Staff Member nor a Student of the Institution who engages in work at the Institution, including visiting professors, adjunct and co-joint professors, teachers, researchers, scholars and volunteers; and who concludes an appointment agreement with the Institution.

3. Scope of the Policy:

This Policy applies to all Staff Members, Students and Visitors who participate in a Research Project of the Institute.

4. Policy Content and Guidelines

a. Requirement to Undertake Research:

Each scholar will carry out independent Research, scholarly and/or creative activities that are appropriate to their discipline. In doing so they will, individually or in collaboration with colleagues:

- (i) Supervise Research students;
- (ii) Broadly disseminate Research results (i.e. through more than one medium or one audience) including through their teaching practices and, where appropriate, protect the results of their Research;
- (iii) Be active within appropriate professional and discipline communities and engineering community;
- (iv) Contribute to the Research environment and culture of KIET through activities such as mentoring, engagement in new Research initiatives and strengthening the Research infrastructure; and

- (v) Participate in initiatives designed to secure financial support for Research activities from external sources (including for example, government funding, industry partnerships, contracts, philanthropic gifts, etc.)

b. Research translation and commercialization opportunities.

- (i) The requirement to undertake Research is a career expectation and will be balanced with the other obligations of academic staff including teaching and administrative responsibilities.
- (ii) Nothing in this policy is to be construed so as to prevent Directors of Colleges from allocating teaching and other responsibilities in the light of the Research record of academic staff.

c. Statutory and Ethics Obligations

- (i) Academic staff and students are required to carry out their Research in compliance with all the University's obligations under legislation and any ethical and contractual obligations.
- (ii) All Academic Staff, Students, and Visitors of the University are required to make themselves aware and follow the contents of the various Institute policies.
- (iii) Securing and supporting external Research funding from the public and private sectors.
- (iv) Monitoring and reporting on externally funded Research grants
- (v) Providing professional development opportunities for staff to enhance their Research performance.

d. Research Planning

- (i) Each Faculty, and its constituent academic units, is required to develop and implement its own Research plan.
- (ii) It is expected that all Research outputs will be publicly available.
- (iii) All are required to comply with the Institute Intellectual Property Policy.

e. Research Contracts

- (i) **Authority.** Staff Members, Students and Visitors shall not have the right to enter into a Research Contract with external parties on behalf of the Institution unless they are authorized to do so by the Senior Responsible Officer.
- (ii) **Research Contract Policy.** All Research Contracts must be executed and performed in consultation of ORIC.
- (iii) **Due diligence.** Persons acting for and on behalf of the Institution shall exercise all due diligence and consult ORIC when negotiating and signing contracts that may affect the Institution's IPRs. ORIC will extend its full support to facilitate the researchers for the proposal writing and submission. This support may come in the form of proposal scrutiny, contact facilitation with the funding agency and constant perusal of the matter through the official channels.
- (iv) **Government rules.** Research Contracts shall comply with any applicable law and/or Government regulations and/or rules.
- (v) **Approval.** Before signing, the full copy of the proposed Research Contract and other legal statements concerning the Institution's IPRs shall be submitted to ORIC for advice and approval.
- (vi) **Basic Principles.** The IP clauses in all Research Contracts shall be governed by the following basic principles:
 - A. **Concluded from the outset.** A Research Contract must be executed in writing and signed by the Institution and the external party/sponsor prior to the commencement of any Research Project and, as appropriate and without limitation, must contain terms relating to ownership, management and use of IP arising from the Research Project as well as any Background IP, which should be properly recorded.
 - B. **IP arising from the Research Contract.** IP generated pursuant to a Research Contract by Staff Members, Students or Visitors shall be governed in terms of the above provisions relating to IP generated by these parties. The IP resulting will be following the ownership guidelines mentioned in IP policy.
- (vii) **Serendipitous IP.** Any IP created during the course of the Research Contract which falls outside of scope of the Research Contract shall be owned



by the Institution, Inventor or the external party/sponsor which developed such IP, unless agreed contractually otherwise in the Research Contract.

- A. **Publication delay.** Senior Responsible Officer may consider delay in publication depending on the circumstances related IP protection.
- B. **Use of the IP for Research and teaching.** In instances, where the Institution IP is licensed exclusively or assigned as part of the Research Contract, all efforts should be made to secure a royalty-free license for use of the IP for on-going Research and teaching purposes.
- C. **Exceptions to the Policy.** In certain cases, it may be necessary and/or beneficial to the Institution to enter into a Research Contract that contains exceptions to the provisions of this Policy. Any such exceptions require prior, written approval from the Senior Responsible Officer through ORIC.

The Revised Incentive Award Policy - November, 2020

In a calendar year it is obligatory that a PhD faculty has to publish one Research Paper in an ISI Indexed Impact Factor Journal and one Research Paper in 'X' category Journal. In a Research Paper, published in an Impact Factor ISI Indexed Journal, the obligatory requirement of PhD faculty shall be taken fulfilled up to 5th author. A PhD faculty will be entitled for the incentive reward if he/ she being the 1st or 2nd author in an Obligatory Research Paper published in an Impact Factor ISI Indexed Journal.

If KIET faculty (both PhD & non-PhD) publishes his/ her Research Paper in ISI Indexed Journal with no Impact Factor, it will be considered equivalent to 'X' category Journal and accordingly the incentive award will be granted.

The details of Research Incentive Award in accordance to Impact Factor are delineated below:

a. If the PhD faculty is the First Author in his/her Research Papers published in a Journal with Impact Factor:

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|------|---|---------------|
| i. | If the Impact Factor is > 1.0 | Rs. 60, 000/- |
| ii. | If the Impact Factor is > 0.5 and ≤ 1.0 | Rs. 50, 000/- |
| iii. | If the Impact Factor is > 0 and ≤ 0.5 | Rs. 40, 000/- |

The same is applicable to the non-PhD faculty and PhD Scholars as First Author:

For the PhD/ non-PhD faculty and PhD Scholars as second author if the First Author of the Research Paper is not from PAF-KIET.

cash incentives for such a publication. Therefore, for PhD faculty this facility will only be available for second and subsequent publications of the year.

4. Incentives for Research Papers Published in other than ISI Indexed Journals by non-PhD/PhD faculty

There are also cash rewards for research publications in other categories of journals; however, for these publications PhD/ non-PhD faculty will be given following rewards:

- For a publication in KIET's own research journals (i.e. Market Forces, KIET Journal of Computer & Information Science (KJICS) and Technology Forces) or ('X' and 'Y' category of HEC recognized journals), there is a cash reward of Rs 30,000/- and Rs. 25,000/-respectively.
- For publications with multiple authors from KIET, policy as per above Para 3 (b), (c) & (d) will be followed.
- In case the First author is not from KIET and if the second author is from KIET, then he/ she will also be entitled for the Incentive Award in HEC recognized Journal. (ASRB Dec. 2019).

Note: PhD Scholars counting their Research Papers towards PhD Degree requirement will not be entitled for any Research Incentive Award



- I. If the Impact Factor is > 1.0 Rs. 40, 000/-
- II. If the Impact Factor is > 0 and ≤ 1.0 Rs. 30, 000/-

For the PhD/ non-PhD faculty and PhD Scholars as Third author if the First Author of the Research Paper is not from PAF-KIET:

- I. If the Impact Factor is > 1.0 Rs. 30, 000/-
- ii. If the Impact Factor is > 0 and ≤ 1.0 Rs. 20, 000/-

- b. In case there are multiple authors from KIET, then the benefits will be distributed among the authors, as decided by the first author from KIET in the list of authors.
- c. If multiple authors from KIET include both faculty member(s) and student(s), then the type of incentive will be decided by the first author from KIET in the list of authors who is also a faculty member.
- d. For ISI indexed journal papers, which have been accepted and require publication fee be paid, KIET will provide a funding of up to US \$ 400/- to be deducted from

cash incentives for such a publication. Therefore, for PhD faculty this facility will only be available for second and subsequent publications of the year.

4. **Incentives for Research Papers Published in other than ISI Indexed Journals by non-PhD/PhD faculty**

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(SYED NAVEED ABBAS)

Director ORIC, KIET

. 16-09-2021



16/9/21
Dean Academics, KIET
Dr. Muzaffar Mahmood
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President KIET.