Research Structure

All university research including student research (post-graduate as well as undergraduate student research), staff research, and research conducted in collaboration with national and international organisations and stakeholders is clustered under one of the six thematic areas. All research and extension undertakings shall be coordinated by research sub-theme leaders, research theme leaders, and Director for Research Groups and Partnerships, with the supports of the Director for Research Extension and Publication and Director for Research Facilities. All university bodies involved in facilitating and coordinating research shall be led by the Vice-President for Research Affairs.

The research organisation shall have the following structure:

A. Vice-President for Research Affairs

B. Director for Research Groups and Partnerships

C. Director for Research Extension and Publication

D. Director for Research Facilities

E. Research Steering Group

F. Research Group

G. Research Theme Leader (Research Theme Owner)

H. Research Sub-theme Leader (Research sub-theme Owner)

I. Colleges/Schools/Departments

J. School of Graduate Studies (SGS)

A. Vice-President for Research Affairs

The Vice-President for Research Affairs (VPRA) owns the overall research and technology exchange (extension) process of the university. VPRA is responsible for the strategic guidance

and mentoring of all research and extension units. Under this office are three major directorate offices responsible for leading research, technology exchange (extension), publication, and facility provision and management of the university. These include director for research groups and partnerships, director for research extension and publication, and director for research facilities.

B. Director for Research Groups and Partnerships (DRGP)

The Director for Research Groups and Partnerships (DRGP) owns the process of formulating and identifying research thematic areas of the university, and prepares the programmes of executing the research undertakings. The director shall perform, among others, the following major duties:

- Ensures that all staff and student research conducted at the university or anywhere else through sponsorship of the university fall under one of the six thematic areas of the university

- Coordinates the activities of research groups established based on the identified research thematic areas and facilitate their work through horizontal networking

- Facilitates establishment of partnerships of research groups with national and international stakeholders

- Based on recommendations of research groups, stakeholders, and researchers, he/she shall facilitate entering agreements and linkages with professionals

- Organises and executes national and international workshops that focus on research thematic areas

- Performs any other related activities

C. Directors for Research Extension and Publication (DREP)

The Director for Research Extension and Publication (DREP) owns the process of technology dissemination, scientific publication, and information exchange. The director shall perform, among others, the following major duties:

- Executes the process of dissemination of research technology and knowledge

- Undertakes activities of publishing, publicising, and distribution of research knowledge and technologies

- Formulates publication policies of the university and ensure its implementation

- Follows up plant breeders' rights, patent rights, copyrights, etc of the university

- Facilitates research and extension review meetings, workshops, symposia, colloquia, field days, and other platforms

- Performs any other related activities

D. Director for Research Facilities (DRF)

The Director for Research Facilities (DRF) owns the process of managing and utilising material and human resources for research, technology exchange, and publication. The director shall perform, among others, the following major duties:

- Manages research stations and facilities of the university within and outside campus, and coordinates the research activities undertaken.

- Coordinates, facilitates, and communicates utilisation of research facilities among research groups and concerned researchers.

- Allocates research facilities according to requirements by research groups.

- Facilitates establishment and expansion of research stations and facilities in partnership with stakeholders through negotiations and common agreements.

- Follows and executes every administrative issues related to research stations, facilities, and manpower.

- Executes all other issues related to research facilities of the university.

E. Research Steering Group (RSG)

This group shall constitute the Vice-President for Research Affairs, Director of Research Groups and Partnerships, Director of Research Extension and Publication, Director of Research Facilities, leaders of the six research thematic areas, and two senior academic staff members (one female and one male). The Vice-President for Research Affairs shall chair the group and the Director for Research Groups and Partnerships shall serve as secretary. The steering group shall have the following duties and responsibilities:

- Setting research priorities for funding among and within the research thematic areas

- Allocating budgets among the themes

- Monitoring, evaluating, and supporting research undertakings

- Drawing up policy briefs and advising on policy decision making

- Facilitating enhancement of teaching with research outputs (evidence-based teaching)

- Dealing with other strategic issues related to research

- Providing reports of university research for the senate

- Performing other related duties

F. Research Group

The identification of the six thematic areas described above shall entail formation of six research groups. A research group is a body of researchers that strategically leads, monitors, and evaluates the research activities and performances under a research thematic area.

Each research group shall constitute research sub-theme leaders and/or relevant researchers from disciplines that are affiliated to the research thematic area. Membership shall mainly depend on individuals' research affinity, expertise, contributions made towards a particular research effort (solicitation of funds, establishing partnership, publication etc), and leadership

roles played in research endeavours. The following constitute duties and responsibilities of a research group:

- Screening, identifying, clustering, and prioritising university research fitting into the research thematic area

- Designing research undertakings in a way that complements each other for generating usable knowledge and technologies through synergising staff and student research efforts

- Following up research undertakings and performance of staff and students through organizing and participating in research colloquia and giving scientific feedback

- Communicating new knowledge and technologies generated by research to the community and the wider public through necessary channels

- Assessing of new research needs of the community and other stakeholders to address emerging researchable problems falling under the theme

- Deciding on research budget allocation, utilisation, and disbursement

- Deciding on awards for meritorious researchers

G. Research Theme Leader (Research Theme Owner) (RTL)

Each thematic area shall have a leader who chairs and leads the research group. A research theme leader shall be selected based on competence, which include previous performance in research, leadership experience, publications, contribution to technology development and dissemination, good disciplinary track record and image, and related merits. The leader shall be selected according to the university's guideline for academic positions. A research theme leadership shall be equivalent to the position of a director or a dean. The following constitute the duties and responsibilities of a research theme leader:

- Administering university and university-sponsored staff and students research funds that are allocated for research falling under his/her thematic area

- Facilitating and administering conduct of research activities under his/her thematic area

- Liaising all research activities that are under his/her theme

- Assessing and prioritising manpower requirements for research and technology dissemination and executing recruitments accordingly

- Supporting, monitoring, and evaluating research activities under his/her theme

- Reporting theme performances and challenges to the research steering committee

- Organising and facilitating conduct of colloquia and symposia on topics of his/her research thematic area

- Organising and soliciting for national and international workshops on topics related to the thematic area

- Ensuring documentation of research data in electronic and other forms of data storage

- Initiating and supporting regular scientific publication of research outputs in the form of journal articles, research bulletins, books, proceedings, etc

- Initiating the launching of scientific journals specific to the theme and sustain their publications

- Soliciting for new sources of research funds

H. Research Sub-theme Leader (Research Sub-theme Owner)

Under each thematic area are sub-themes which require leaders who chair the research sub-groups (staff involved in research under the sub-themes). A sub-theme leader shall be selected for a research sub-theme under which a number of research activities are carried out. This means, not all sub-themes shall necessarily pre-suppose election of research sub-theme leaders. The requirement for a sub-theme leader may be invoked by a respective theme leader and decided upon by the RSG.

Sub-themes leaders shall be selected based on competence, which includes previous performance in research, leadership experience, publications, technology release and

dissemination, good disciplinary track record, and related merits. A sub-theme member shall constitute researchers affiliated to topics of the research sub-theme. Therefore, a sub-theme leader leads researchers actively engaged in undertaking research activities under the sub-theme. A sub-theme leader shall be selected according to the university's guideline for academic positions. A research sub-theme leadership shall be equivalent to the position of a school or department head. A sub-theme leader shall have the following responsibilities:

- Leading all research activities falling under the sub-theme

- Monitoring utilisation of research fund allocated for the sub-theme

- Facilitating and administering conduct of research activities under the sub-theme

- Supporting, monitoring, and evaluating research activities under sub-theme

- Reporting sub-theme performances and challenges to the theme leader

- Participating in organisation of colloquia and symposia on topics related to the sub-theme

- Documenting research results and reports of the sub-theme

- Initiating and facilitating publication of research results under the sub-theme

- Assessing new research needs

- Making decisions pertinent to the sub-theme

I. Colleges/Schools/Departments

Colleges/schools/departments shall implement all research and extension undertakings. Deans of colleges and heads of schools/departments shall have the following duties:

- Ensure that all staff members undertake research according to the contractual agreement they signed with the university upon employment

- Promote and encourage undertaking of research by staff members

- Support staff members in undertaking research activities

- Solicit for generation of knowledge and technologies by staff members

- Encourage and ensure the use of new knowledge and research outputs for teaching students

- Promote research need assessment and dissemination of new knowledge and technologies to the community

- Colleges and schools/departments shall be responsible for facilitating, following up, and supporting research (and extension) carried out by staff and students.

J. School of Graduate Studies (SGS)

The school of graduate studies shall be involved in coordination of students' MSc and PhD examinations and as well as facilitating academic activities of post-graduate students. The school shall also approve thesis and dissertations for ensuring students' academic fulfilment for graduation. In addition, the school shall be responsible for documenting and retrieving theses and dissertations.