

ST. AUGUSTINE UNIVERSITY OF TANZANIA  
RESEARCH POLICY

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(As approved by the University Council at its 51<sup>st</sup> meeting on  
(January 14<sup>th</sup>, 2016)

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## **1.0. FOREWORD**

This Policy is a revised version of the Research Policy as approved by the 51<sup>st</sup> meeting of the University Council held on January 14<sup>th</sup> 2016. The policy contains basic information about research activities at St. Augustine University of Tanzania. It is intended to guide St. Augustine University of Tanzania academicians and other collaborators on research activities.

The SAUT research policy has been drawn up in consideration of her capacity to contribute to human development, and of her nature as a private university owned by the Tanzania Episcopal Conference (TEC). Hence, the policy is in line with the university mission while adhering to the general national policies for research. This policy is also guided and enriched by the SAUT Five Year Rolling Strategic Plan 2014/2015 – 2019/2020

## **2.0. St. Augustine University of Tanzania's Vision, Mission and Core Values**

### **2.1. Vision**

A training that would impart academic and professional skills, as well as inculcate values of civic and social learning, such as acquisition of national identity, cultural norms, political growth and responsible citizenship. Thus, the Church's vision is holistic development of a person and respect for human dignity.

### **2.2. Mission**

St. Augustine University of Tanzania strives at:

- Being a Centre of excellence by providing a high quality of education, research and public service.

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- Promoting the pursuit and defense of truth with transparency and honesty, and service with competence and dedication.
- Developing a sense of caring for personal and community property.
- A holistic development of a person by providing sound knowledge, higher analytical ability and commitment to generous service and respect to humankind.

### **2.3. University Core values**

SAUT will be guided by the following Core Values abbreviated “**QUALITY**”

**Q = QUALITY:** SAUT is committed to providing the best and unmatched results for all round satisfaction

**U = UNITY:** SAUT values everyone’s opinion for valuable decision making

**A = ACCOUNTABILITY:** Responsibility for our actions that influence lives of our customers and fellow workers

**L = LEADERSHIP:** SAUT ensures and encourage to lead from the front to shape the future

**I = INTEGRITY:** SAUT will act with professional ethics, honesty, straightforward without compromising the truth

**T = TRANSPARENCY:** SAUT will observe openness in making decisions and implementation of her plans

**Y = YARDSTICK:** SAUT observes standards, principles, measurements set and Accuracy

### **3. 0. INTRODUCTION**

#### **3.1. Introduction: National Context**

Research plays a very significant role in socio-economic development of any society. It has an important role in the creation, advancing and refining knowledge as well as providing solutions to problems facing society, not only locally, but also within the wider international context. Research leads to better quality of life such as life expectancy, better agricultural products, and relevant educational policies and practice. Through research, relevant technologies can be discovered to alleviate poverty, enhance health and address other social problems. As stipulated in the National Research and Development Policy of Tanzania (2010), research today is characterized by science, technology, change and innovation. Since societal needs are intertwined, the national approach to research encourages application of multidisciplinary approach and SAUT Research Policy contributes to that.

Besides paving the way to external and various sciences' development, research enables universities to generate new knowledge for academic development, produce a stream of academic staff necessary to sustain the university enterprise, and teach students essential analytical and problem solving skills.

For any academic institution, research is an integral part of the teaching and learning process. If a society lacks the indigenous capacity for research and development or the capacity to manage technological change, it becomes totally dependent on the outside world. Implicitly, this has been the case of Tanzania. We have no option other

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than embracing various research findings by which technology can accelerate social and economic development.

### **3.2. Commitment to Research**

St. Augustine university of Tanzania's vision, mission and core values demonstrate the importance of research. The University aims at enhancing and carrying out quality research by staff members and students. This is directed to achieving her chief goal as stipulated in her constitution, (article four section: 4.1 a) that the university "be the centre of excellence by providing a high quality education, research and consultancy." This is also in line with the university's motto which is, "to Build the City of God." It can be realized partly through inculcating research culture that address peace and maintain harmony in the society. Furthermore, this policy supports and is supported by the strategic plan of 2014/2015 - 2019/2020 in which objective 5 aims at **Improving Quality and Quantity of Research and Publications.**

The research policy at SAUT aims at creating uniformity in the mechanism for planning, implementing and monitoring of the research process. This policy maps the process of identification, structure, and the functions of the SAUT Research and publications committee, SAUT research needs and prioritization; funding sources and modes; research project control and monitoring as well as dissemination of research results..

### **3.3. The overall objective of the SAUT Research Policy**

The major goal of the Research Policy is to provide a framework, standards and principles of research at St. Augustine University of Tanzania. This policy particularly serves members of SAUT staff as researchers and evaluators of research presented by students as one of the academic requirements in the last year of their studies.

### **3.4. Specific Objectives of SAUT's Research Policy**

- To ensure that research aims at creation, advancing and refining knowledge and integrating it in teaching.
- To provide a mechanism for ensuring that research agenda addresses the human person development objectives and priorities.
- To strengthen institutional research by providing a modality for research coordination for all members of SAUT.
- Describe research support services and environment, such services including research honorarium, equipment, accessories, consumables and financial management support as well as training.
- To ensure that academic staff attain a desired mix of output research, teaching and consultancy so as to achieve the level of scientific professionalism demanded by the university mission.
- Encourage regional and international collaboration in research.
- Set up research ethical principles that ensure the non-violation of human and intellectual property rights.
- Ensure dissemination of research results through regular participation in relevant research seminars

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and workshops at national, regional and international levels as well as inclusion of research findings in an accessible database.

### **3.5. Core Values of Research at St. Augustine University of Tanzania**

Our values are summarized as “PICTURE” which stands for

**P** = Professionalism

**I** = Integrity and honest

**C** = Commitment to results

**T** = Transparency

**U** = Unity and Teamwork

**R** = Respect of human dignity

**E** = Empowerment

### **3.6. Scope**

St. Augustine University of Tanzania will conduct research in areas that contribute to the vision, mission and values that SAUT embraces. Since collaboration is encouraged, research conducted at SAUT may take researchers to public, private sectors as well as where expertise may lead research. Emphasis will be on national development but also regional and international involvement where issues researched complement SAUT’s mission and values. SAUT will seek research projects in latest developments that offer new knowledge in order to fulfill the University vision.

### **4.0. Research Policy Statements and implementation strategies**

SAUT policy statements and strategies are derived from the specific objectives identified earlier.

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**Policy Statement 1:** SAUT shall ensure that financial and other resources are adequate to carry out research activities.

- **Strategies:** Increase yearly budgetary allocations for research activities
- Solicit funds from various sources for research activities
- Provide necessary equipment for research to researchers
- Research Directorate to prepare seminars and workshop to discover new methods and introduce new staff to SAUT's system of the entire exercise of researching

**Policy Statement 2:** SAUT shall administer all research funds from internal and external sources

- All donor funds meant for research shall be deposited to SAUT account
- SAUT financial regulations will be followed in research cash disbursement

**Policy Statement 3:** SAUT shall ensure that academicians are updated on current national and regional research needs.

- **Strategies:** Improve research skills of academic staff through participation in seminars, workshops, conferences and short courses
- Improve access to current journals and periodicals by subscribing to international online journals.
- Faculties and departments to identify relevant research fora and workshop instructors for their members

**Policy Statement 4:** SAUT shall identify and develop research priorities in accordance with national development agenda as well as the Founder's goals

- **Strategies:** The University to have a periodic research

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agenda basing on the national, founder's goals and societal needs.

- Faculty and Departmental research to support the university research agenda
- Each Faculty and Department to present their research plan at the beginning of the academic year
- Promote teamwork and multidisciplinary cooperation in research themes

**Policy Statement 5:** SAUT shall develop and maintain a culture of research

- **Strategies:** Decentralize the administration of research to departmental levels
- Academic staff promotion and contract renewal to depend partly on research involvement
- Deans and Head of Departments to be evaluated on their members' research achievements
- Research methodology to be taught to all students at SAUT
- Award monetary gift and certificate to best researcher and author of the year during graduation ceremony

**Policy Statement 6:** SAUT shall foster research collaborations with donors from within and outside the country.

- **Strategies:** Encourage partnerships with other Universities in the world
- Each Department to have at least one research partner from another University
- To have partnerships with private sector for joint research ventures
- Donor funds should include SAUT overheads ranging

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from 4% to 10% of the total costs if this is in line with the policy of the donor

**Policy Statement 7:** SAUT shall disseminate research results

- **Strategies:** Each Department to create forums of research results' dissemination
- Each department to establish and maintain a reputable academic journal for research results' dissemination.
- Each Department to host at least one academic conference annually where new knowledge will be shared.

**Policy Statement 8:** SAUT shall own research results/IP

**Policy Statement 9:** Where research is financed by external sources, the organization that provides funds shall own the results

**Policy Statement 10:** SAUT shall continuously ensure that research ethics and integrity are adhered to.

- **Strategies:** To have a Research Ethics Committee in place
- Ensure that each research proposal is examined by the Research Committee before embarking on data collection Originality to be emphasized
- To ensure that research respect human dignity and enhance moral values
- Ensure that research process and outputs aim at minimizing unfavorable impact on the environment

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**Policy Statement 11:** SAUT shall have zero tolerance towards plagiarism

- **Strategies:** Disciplinary measures to be taken to academicians and students when plagiarism is proved

**Policy Statement 12:** SAUT shall own equipment purchased within a research project

- **Strategies:** The University shall have a procedure for disposable/redeployment of research project resources
- The University policies and procedures governing the disposal of the university property shall be applied
- Departments that had these resources should be given priority in reallocation of resources when the project is completed

**Policy Statement 13:** SAUT shall evaluate the research policy performance

- **Strategies:** SAUT shall evaluate the research policy performance in line with the SAUT Rolling Strategic Plan
- Self-evaluation departmental research plan shall be conducted
- The Directorate of Research and Publication shall collect, compile, and analyze various components of the research policy annually and periodically depending on the timing of the Rolling Strategic Plan.