International Black Sea University

Research Development Policy

Tbilisi
2024

Content

Article 1. General Provisions

1.1. The research and development policy of LLC. International Black Sea University is based on

the Law "On Higher Education", the regulatory documents in effect at the university, the university's mission and strategic development plan

1.2. The purpose of the present document is to define the research development policy through which the university will present its vision on how the following will be carried out:

a) Establishment, promotion, and development of research activity directions;

b) Enhancement of the quality of scientific research;

c) Implementation of public, transparent, and fair procedures for research funding;

d) Attraction of young researchers for generating and sharing of new knowledge and their involvement in research activities;

e) Description/analysis of the mechanisms for assessing the quality of research activities and the utilization of these results for the development of further research activities.

1.3. The research activities of the International Black Sea University are based on the university mission, specifically: offering higher education based on the best practices of teaching, learning, and research, resulting in the preparation of a qualified, competitive, and democratically valued generation that meets the demands of both the local and international labor markets.

Article 2. Development of the University's Research Activities

2.1. Development of the university's research activities includes:

a) development of the university's research potential;

b) support of scientific research activities;

c) promoting the implementation of grants and projects in the scientific-research direction;

d) involvement and support in the research activities of academic, visiting staff, doctoral and master's students;

e) promoting the activities of research centers;

f) Internationalization of research.

2.2 The parties involved in scientific research activities are:
a) Academic staff;
b) Invited personnel;
c) Research centers;
d) Doctoral and master's students;
e) Young researchers;
f) Postdoctoral researchers.

2.3. Research activities at the university are led by the Vice-Rector for Research, who supervises
a) Research Support and Project Management Office;
b) Academic Writing Center;
c) Library;
d)Publishing House.

2.4. The Vice-Rector for Research coordinates and ensures the identification of scientific research grant projects, the preparation of project proposals, and raises awareness among academic staff, master , and doctoral students regarding scientific research/grant projects. The Vice-Rector also ensures the identification of funding opportunities for the research component and shares this information, providing support to the relevant personnel

Article 3. Policy and objectives of research development

3.1. Research development policy and objectives include:

a)   general policy of research implementation;

b) raising the quality of scientific research and increasing productivity;

c) determination of scientific research organization, development and support measures;

d) publication of scientific journals, operation of research centers, organization of international conferences and involvement in international projects;

e) raising the quality of scientific researches;

f) integrating research into the educational process;

g) integration of the young generation of researchers, master's and doctoral students in scientific-research activities and increasing the scientific potential of students;

h) managing the internal university system of research funding;

i) mechanisms for supporting university research activities;

j) internationalization of research;

Article 4. Methodology for Developing Research Development Policy

4.1. In the process of forming the Research Development Policy Document, the University took into account the requirements of the key local and international documents, defining the activities of the university, and also studied the experience of the world's leading universities; At the initial stage of the development of the document, main directions were identified, which were based on

the mission, values and the scientific-research priorities of the university; The principles of teamwork, transparency, and fairness were upheld throughout the process of developing the research development policy document.

4.2. In the process of creating the research development policy document, the main priorities and tasks were defined. The research development policy, along with the corresponding activities and timelines of the action plan, is determined based on the available human, material, and financial resources for each research direction and is aligned with the university's strategic development plan.

4.3. The university's research development policy was prepared by the Vice-Rector for Research in collaboration with the Research Support and Project Management Office, scientific research centers, schools, and the Strategic Development Office. The process of developing the research development policy document also utilized data from previous years to assess the university's research activities. As a result of the group's work, the research potential, challenges, and tasks were identified, and the corresponding activities were outlined in the action plan.

Article 5. Scientific Research Priorities

5.1. Research development policy is focused on the following priorities:

a) **Research development:** based on the university's research priorities and carried out individually/groups with the involvement of academic staff and master's/doctorate students;

b) **Attracting qualified scientific personnel:** in terms of development/sharing of research skills/opportunities; raising the quality of scientific research;

c) **Attracting young researchers/engaging students in research:** generating and sharing new knowledge/engaging them in research activities**;**
d) **development of research infrastructure**: creating a suitable environment for research, equipping scientific research centers, laboratories with modern technologies, providing library resources, electronic scientific databases;
e) Academic integrity: support/raising awareness of academic integrity and culture, providing guidelines, eliminating plagiarism, planning and organizing plagiarism prevention measures;
f) **Development of academic writing skills:** development of students' academic writing skills and promotion of scientific research interests;
g) **Research support/facilitation:** implementation of public, transparent and fair procedures for research funding; provision of intra-university funding of research; Support of scientific-research centers, school-based scientific journals, annual international conferences, student conferences, projects;
h) **Promotion of publication** of educational/scientific/research literature developed by academic staff, young scientists, master's and doctoral students;
   i) **promotion of science;**
   j) **evaluation of research activity:** analysis of the mechanism of evaluation of the quality of studies and evaluation results and their use for the development of further research activity;
   k) **Internationalization of studies.**

Article 6. Scientific-research directions

6.1 In the scientific-research direction, the research carried out in each field is relevant for the following educational programs of the university:

a) Exact and natural sciences:

b) computer sciences/technologies;

c) medical and health sciences;

d) social sciences;

e) humanities;

f) public administration and state governance sciences;

g) jurisprudence;

Article 7. Institutional data related to research

7.1. The university's research activities involve various disciplines and are conducted through different channels (Institutional valuable materials related to research are as follows):
    a) scientific journals and publications, both in university and high-ranking journals;
    b) books and textbooks published by academic staff;
    c) international conferences, symposiums with the participation of both academic and invited staff, as well as master and doctoral students;
    d) holding an annual university student conference;
    e) scientific works published by the employees of research centers on the basis of schools with the active involvement of students;
f) local and international scientific projects;
g) Funding of post-doctorate research projects.

Article 8. Scientific-referencing journals

8.1. The university, since 2012 (while the Law School since 2019), annually publishes (https://journal.ibsu.edu.ge/) scientific journals in Georgian and English languages, internationally refereed, covering various levels of research. The main goal of the published journals is to actively engage academic and teaching staff, as well as master's and doctoral students, in research activities, with support and financial assistance. Articles are submitted to journals for dissemination from local and international researchers; the editorial boards of the

journals are staffed with specialists and researchers recognized internationally. Before publication, submissions are reviewed by both international and local experts for peer review.

8.2. The following scientific journals are published at the university:

a) Journal of Education in the Black Sea Region (https://jebs.ibsu.edu.ge);

b) Journal of Humanities (https://jh.ibsu.edu.ge/);

c) Journal of Social Sciences (https://jss.ibsu.edu.ge/);

d) Journal of Technical Sciences and Technologies (https://jtst.ibsu.edu.ge/);

e) Journal of Business (https://jb.ibsu.edu.ge/);

f) Journal of Law (https://www.ibsu.edu.ge/research/ka/journals/law).

8.3. The following international scientific conferences are held at the university:

a) Silk Road International Conference: https://silkroad.ibsu.edu.ge/

b) International Research Conference on Education, Language, and Literature (IRCEELT): https://ircelt.ibsu.edu.ge/

c) International Conference on American Studies: https://ibsu.edu.ge/en/scientific/american-studies/

d) International Conference of Young Researchers: https://ibsu.edu.ge/en/interc/about/

e) International Multidisciplinary Student Conference: https://ibsu.edu.ge/en/scientific/student-conference/

Article 9. Research Centers

9.1The purpose of the research centers is:
a) conducting research in relevant field(s);
b) provision of teaching, learning and research with the involvement of cognitive and analytical components;
c) internship of students on the base of the center, their involvement in research projects, creation of quality publications and publication of research results;
d) integration of research into the educational process: preparation of educational and scientific literature, dissemination and inclusion in the educational component;
e) creation of joint articles with academic staff of the university, international researchers;
f) encouraging students to publish articles in scientific journals of the university;
g) encouraging students to participate in conferences organized by the university;
h) organization of scientific events with the active involvement of researchers;

i) Establishing/expanding international and local scientific contacts, developing grant projects, holding joint events and promoting/internationalizing joint research.

9.2. The university operates two research centers:

a) Multidisciplinary Research Center

b) International Research Center

Article 10. University Library

10.1. The purpose of the university library is to:

a) provision of necessary book fund in terms of effective implementation of educational and research process, increase of library units, promotion of education, science and research;

b) full and effective use of library resources to meet the requirements of the university staff;

c) availability of scientific-research papers in the library;

d) creating a comfortable environment for readers;

e) access to international scientific electronic databases;

10.2. The library holds a collection that includes essential and supplementary literature in Georgian and foreign languages for the implementation of the university's educational programs. The literature referenced in the course syllabi corresponds to the library's collection. This literature is available both in print and electronically at the university's central and departmental libraries. To meet the requirements of the syllabi, the acquisition and updating of scientific and educational literature are ongoing processes within the library.

The library staff ensures the delivery of information/training related to library resources and services for students and staff members.

Article 11. Attracting and promoting the development of young researchers

11.1. University prioritizes master's/doctoral students, young researchers' development, and support; involvement with university academic staff in research projects, preparation of publications and presentations, participation in other activities, and their support, namely:

a) Engagement in research centers;

b) In order to create knowledge and high-quality scientific publications, publishing articles in the university's scientific refereed journals and developing research potential;

c) Participation in international conferences;

d) Involvement in research projects;

e) Support and funding for participation in research activities in accordance with the "Internal University Research Funding Regulation";

f) Internationalization through partnerships with international universities to enhance research potential;

g) Recognition and awarding of titles/prizes such as "Best Scholarly-Academic Staff" and the emergence and awarding of "Best Researcher-Student" titles and scholarships;

Article 12. Mechanisms supporting scientific research activities

12.1 It is important for the university to organize and support scientific, joint research, to determine the personal and structural units involved in research and responsible for research support and development, as well as the mechanisms for supporting university research activities, and the continuous development and financial support of the general policy of research implementation;

12.2. According to the university's research policy, active support will be provided for the academic staff and the enhancement of research productivity.

12.3. Support for research activities will be carried out based on existing documents within the framework of the university's general policies for continuous improvement and financial support.

a) "Internal University Research Funding Regulations";
b) "Regulations for the Affiliation of Academic Staff";
c) There are other normative documents in the university that regulate the implementation of research activities, such as:
12.4. The goal of promoting and supporting research activities is:
a) promotion and support of scientific activities with the involvement of academic staff, young researchers and students;
   b) promoting the publication of research results in university and other highly rated scientific journals and/or international publications for academic staff and young scientists;
   c) supporting publications of textbooks published by academic staff/scientific works published by employees of research centers;
   d) financial support of editors/assistant editors of scientific journals of the university for each edition of the journal;
   e) financing/co-financing of post-doctorate research project;
f) raising research skills for the implementation of research projects;
g) support of research, doctoral and master's degree competition projects submitted to national and international scientific foundations;

12.5. Mechanisms supporting research activities
   a) arranging the necessary infrastructure for research, providing computer laboratories and relevant services;
   b) determination of the method of financing scientific research activities and the method of affiliation;
   c) providing knowledge developing research competencies through training courses;

d) providing access to international scientific bases for university academic staff and students and taking care of continuous development;

e) organization of international conferences/mobility of academic staff, researchers, students/support in international conferences, trainings, etc. in order to participate;

f) deepening of relations with foreign universities and research centers for the purpose of internationalization of research

g) transfer of research competencies through trainings and workshops and dissemination of research results;

h) financial support for publication of research results in international scientific journals;

i) promotion of participation in research grants;

j) international scientific conferences, projects, grants, etc. providing information and support to academic staff and students;

k) support in the development and participation of studies and projects (internal/external);

m) access to international scientific electronic databases;

n) determination of mechanisms for protection of academic integrity in scientific-research activities; Support of academic integrity and culture, elimination of plagiarism, provision of plagiarism prevention, sharing of existing international experience in combating plagiarism;

12.6 The mechanisms for evaluating the effectiveness of scientific-research activity are the evaluation of the productivity of research centers/research potential and the use of the evaluation results for the further development of the scientific activity of the Higher Education Institution;

12.7. Financial provision of scientific-research activities is made from various sources, namely:

a) the budget allocated for scientific-research activities of the university;

b) Funds raised from various scientific (local and international) funds for grant projects;

c) other external sources.

Article 13. Integrating learning and research

13.1. Integrating learning and research is a priority for the university, since research results should be used in the educational process, especially at the doctoral level; Academic staff and young scientists directly use the results of their research in the process of transferring new knowledge to students, which contributes to the development and refinement of educational programs and strengthens the scientific-research component;

Article 14. Internationalization of research

14.1. The internationalization of research is facilitated by the mobility of academic staff and students, obtaining international scientific-research grants, and implementing projects; preparing joint publications with international partners and publishing them in high-ranking journals with the involvement of academic staff and students.

14.2. Internationalization efforts encompass the following activities:

a) Participation in joint international scientific research projects and collaborations/partnerships with foreign universities involving academic staff and students;

b) Acquisition of international research grants;

c) Employment in international research centers;

d) Promotion and popularization of university-published scientific journals internationally;

e) Organization of international conferences and networking/expansion of networks in academic staff and students' participation in international conferences.

f) Collaboration with international partners through joint research activities, preparation of joint publications, and high-impact journal publications; planning and organization of seminars and workshops;

g) Conducting doctoral programs in English and seeking opportunities for international supervisors/co-supervisors for dissertations;

h) Popularization of research results from conducted studies both locally and internationally;

i) Enhancement of possibilities for exchange programs in research;

k) Collaboration with external partners on master's and doctoral thesis and seeking external international experts/opponents;

m) Involvement in international research projects in the editorial board of scientific journals of schools.

Article 15. Monitoring and evaluation of research activities

15.1. At the end of each academic year, the productivity of research activities and the work of academic/scientific staff/research units is monitored, evaluated, and analyzed in accordance with the criteria specified in the affiliation agreement and the academic activity report. This report includes information on papers, publications, published books, monographs, supervision of master's and doctoral theses, completed projects, and participation in conferences and symposia. Each component of the report is assigned corresponding points as determined by the university. At the end of the year, the most productive academic staff are identified and rewarded.

15.2. The evaluation of scientific-research activities is carried out based on the activities conducted by academic/scientific staff throughout the year:

a) Publications in journals with an international citation index or in internationally refereed and indexed journals;

b) Books published by local or international publishers.

c) Leadership or involvement in an international scientific-research/educational project;

d) Citation index (h-index) indicator;

e) International scientific award or patent;

f) Editorship of a refereed or professional journal;

g) Reviewing for a scientific/professional journal;

h) Participation in local or international conferences and symposia.

i) Membership in the editorial board of a refereed scientific or professional journal;
j) Leadership of a project supported by an international organization;
k) Status of keynote speaker at an international scientific event;
l) Participation in a project supported by an international organization or funded by the state budget;
m) Participation in local and international training sessions and workshops;
n) Supervision of master's and doctoral theses.

Article 16. Final Provision

16.1. This document comes into force immediately upon its approval by the Governing Board;
16.2. Any changes or additions to this document are made in accordance with the established procedure for its adoption.