



DOĞUŞ UNIVERSITY

SUPPORT DIRECTORY ON SCIENTIFIC RESEARCH PROJECTS

It has been accepted in the Senate dated 02.12.2010 and numbered 2010/22 and approved in the Board of Trustees Meeting dated 31.03.2011 and numbered 2011/04.

PART ONE

Objectives, Contents, Bases and Definitions

Objective

Article 1 :

(1) Herein the directory has been prepared to define the sources which will be provided to support and improve the research activities that are going to be held at Doğuş University and to identify the use rules of these sources.

Content

Article 2:

(1) Herein the directory has been prepared within the scope of “Regulations about Higher Education Institutions Scientific Research Projects” dated 10.04.2002 (Official Journal No. 24722) which is conducted by the Head of Higher Education Council and the Rectorate. Provisions of “Regulations about Higher Education Institutions Scientific Research Projects” are valid for the matters not covered in this directory.

Definitions

Article 3:

- (1) a) University mentioned in the directory represents Doğuş University.
- b) Rectorate mentioned in the directory represents the Rectorate of Doğuş University.
- c) Commission mentioned in the directory represents Scientific Research Projects Commission.

PART TWO

Acceptance and Assessment of Scientific Research Projects Commission

Article 4:

(1) Scientific Research Projects Commission is founded by the Senate to conduct the tasks that are stated in the Objective and Content items according to the provisions of "Regulations about Higher Education Institutions Scientific Research Projects".

(2) This commission consists of heads of institutes under the presidency of Vice Rector who is responsible for Academic Tasks and lecturers from each faculty who are assigned for four years by the Rector with the suggestion of the Senate, who have works published in journals that are scanned by international citation indexes and/or whose journals are referred in the journals with international citation indexes or who have productions in international level at art. The member whose position of authority has expired can be reassigned by the same procedure.

(3) Commission determines the highest amount of support that can be paid for a project applied in that year for financial support within the limits of the following year's budget every December.

(4) Project proposals can be given to the Commission at all times; however, assessments are done twice in a year; November and March.

Application, Assessment and Execution**Article 6:**

(1) Doğuş University's full-time teaching staff, for project proposals, fill in and submit "Scientific Research Projects Support Application Form" to the Rectorate through the related Dean's Office / Institute's college directorate.

(2) Project proposals submitted by the Rectorate are reviewed by the Commission and in case of need, expert opinions within or outside the university in the field about the project can be obtained.

(3) Experts to be consulted are paid an hourly fee paid to a professor with tuition hours for each project, in exchange for evaluating project proposals.

(4) The Commission, taking into account the evaluations from experts, decides to accept or refuse and recommends to the Rectorate the amount of support that can be given to the project. The rector presents the proposal to the University Executive Board. The decision of the Board of Directors is finalized after the approval of the Board of Trustees.

(5) Support for the project is started after the contract has been signed between the project manager and the Rectorate.

(6) When assessing projects, the Commission prioritizes projects with the following characteristics:

- a) Projects to which more than one lecturer participates,
- b) Interdisciplinary projects,
- c) Projects supported by domestic or foreign sources,

- d) Projects likely to be supported by other organizations.
- e) Projects whose results can be published as articles in prestigious journals whose results have been published in international indices.
- (7) Projects that cannot be supported due to lack of sufficient resources can be reviewed and reassessed in later periods.
- (8) The budget consisting of the revenues stated in the Financial Section of this directive may be allocated to the Rectorate's order by the decision of the Board of Trustees.
- (9) The Commission monitors the implementation and progress of the supported research projects with progress reports which are submitted to the Commission every six months. Projects that are not delivered to the Commission at the time of the development report or whose development report is not sufficient by the Commission are stopped.
- (10) Immediately after the completion of the project, the project manager prepares the final report and submits it to the Commission. The commission reports the results and presents the result to the relevant dean / director of the institute and to the Rector.
- (11) The Rectorate presents the report on the projects which are completed at the end of each year, supported or included in the scope of support to the Board of Trustees and the Council of Higher Education.

Duration

Article 7- (1) Research projects are supported for up to two years.

(2) Additions to resources and time are allocated up to two periods of six months, depending upon the project supervisor's demand and the Commission's approval. Additions to resources cannot be more than 30% of the total expense amount.

Part 3

Financial management

Revenue

Article 8- (1) Resources of Doğuş University scientific research projects supports are;

- a) At least, 0,1% of annual tuition fee received from the university students.
- b) Private funding allocated for research support. This amount is determined by the decision of the Board of Trustees.
- c) 0,5% of total income transferred to university for consulting services provided by the instructors to private or public institutions, or implemented projects.

(2) Collected in Scientific research projects budget and unspent funds within one year are transferred to the following year's budget to be spent.

Project Expenditures

Article 9- (1) Project supervisor must document all expenses. Project supervisor considered eligible according to the criteria detailed under article 10, is paid in accordance with the eligible cost and work schedule specified in the application, for documents or as an advance. If the payment is given in advance, it must be paid within a month. Another advance payment cannot be requested unless the previous one is paid. All project expenditures are run by Directorate of Financial Affairs upon the approval of the Rectorate.

(2) Fixtures received within the scope of the project are delivered to Rectorate to be used in other projects or in the university.

Copyright

Article 10 (1) Scientific results obtained from projects belong to Doğuş University and researchers involved in conducting the project. Royalty rates related to copyright is stated in contract. Doğuş University has royalty rates in the case of that there are other institutions supporting the project.

(2) Doğuş University's supports are stated in scientific publications or productions produced from the project.

Part 4

Other Provisions

Repeal

Article 11- (1) Doğuş University Support Directory on Scientific Research Project dated 25.04.2008 and numbered 2008/08 and approved in the Board of Trustees meeting is repealed.

Effective Date

Article 12 –(1) Hereby this regulation is valid on the date of Board of trustees' approval.

Executive

Article 13- (1) Hereby this regulation is executed by the Rector.

