

 <b>جامعة الإمارات العربية المتحدة</b> <b>United Arab Emirates University</b>  <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b> Table of Contents	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	1 of 31

## TABLE OF CONTENTS

Chapter (1): Governance of Research and Scholarly Activities.....	2
Chapter (2): Administration of Research and Sponsored Projects .....	3
Chapter (3): University-Funded Research Grants .....	5
Chapter (4): Externally Sponsored Research Projects and Programs.....	6
Chapter (5): Consulting Services.....	7
Chapter (6): Incentives and Compensation for Faculty Members, Researchers, and Instructors Involved in Research and Consultancy Services .....	9
Chapter (7): Indirect Cost Recovery Rate (Overhead) .....	11
Chapter (8): Intellectual Property .....	12
Chapter (9): Publication of Research Results .....	14
Chapter (10): Research Integrity .....	15
Chapter (11): Ethical Review of University Research .....	19
Chapter (12): Research Involving UAEU Faculty, Staff or Students as Research Subjects .	20
Chapter (13): Research Involving Hazardous and Bio-Hazardous Materials/Processes.....	21
Chapter (14): Research Involving Humans and Human-Derived Materials or Data.....	22
Chapter (15): Using Animals in Research and Education .....	23
Chapter (16): Endowed and Named Professorial Chairs .....	24
Chapter (17): Research Centers and Institutes.....	25
Chapter (18): Students' Involvement in Research.....	26
Chapter (19): Research Staff .....	27
Chapter (20): Use and Maintenance of Research Equipment.....	28
Chapter (21): Scholarly Outcomes and Incentives .....	29
Signatory Authority .....	30

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (1): Governance of Research and Scholarly Activities</b>	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	2 of 31

## Chapter (1): Governance of Research and Scholarly Activities

### Article (1): Definitions

Research	: Refers to the activities that involve systematic inquiry directed to describe, explain, predict, and/or control observed phenomena and would lead to establishing new generalizable knowledge.
Applied Research	: Refers to the type of research, which aims primarily at solving real-world challenges by the application of new or existing knowledge. A fundamental characteristic of Applied Research is that it leads to direct tangible benefits to the industry and the community.
Basic Research	: Refers to the type of research that is focused on the development of new knowledge. It may or may not have an immediate application in real life.
Scholarly Activity	: Is an encompassing term across a wide spectrum of the applications of systematic approaches to the development and application of knowledge through intellectual inquiry and communication.
UAEU	: United Arab Emirates University.

### Overview

UAEU recognizes the essential role of Research and Scholarly Activities in supporting academic excellence, teaching and learning processes, and the advancement of innovation to serve the national needs and promote its international recognition.

### Scope


The principles outlined in this Policy apply to all research and scholarly activities conducted by UAEU faculty, staff, and students.

### Objective

UAEU furthers its mission to become an internationally recognized research-intensive university with policies, procedures, and administrative capacity that support, promote, and enable research and scholarly activities.

### Policy

1. UAEU shall ensure opportunities, infrastructure, and facilities that support research and scholarly activities.
2. UAEU shall prioritize research and scholarly activities that serve the UAE national agenda.
3. All faculty shall be engaged in independent research and scholarly activities that are appropriate to their field of specialization. Such involvement may include: (a) supervising students; (b) broadly disseminating research results (i.e. through more than one medium or one audience) including teaching practices and, where appropriate, protecting the results of their research; (c) participating in appropriate professional and discipline communities; (d) contributing to the UAEU research environment and culture through activities such as mentoring, engagement in new research initiatives and strengthening the research infrastructure; and (e) participating in initiatives designed to secure financial support for research activities from external sources.
4. All faculty, involved staff, and students shall conduct research and scholarly activities in compliance with the UAEU's ethical and contractual obligations.
5. UAEU shall recognize and incentivize faculty, students, and staff who demonstrate excellence in research and/or scholarly activities.
6. The Vice Chancellor issues the procedures regarding the implementation of all research policies.
7. The Associate Provost for Research (APR) shall oversee the implementation of all the research Policies.
8. Faculty achievements in research and scholarly activities shall be considered in their contract renewals and promotion.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (2):</b> Administration of Research and Sponsored Projects	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	3 of 31

## Chapter (2): Administration of Research and Sponsored Projects

### Overview

This Policy defines the role and responsibilities of the Office of Associate Provost for Research (OAPR) and of its Research and Sponsored Projects Office (RSPO), the respective Colleges, Institutes, and Centers, faculty members, instructors, and researchers, in furthering the research function of the UAEU.

### Scope

This Policy applies to all research and scholarly activities, sponsored projects, and consultation services conducted at UAEU.



### Objective

To enable UAEU to become an internationally recognized research-intensive university with policies, procedures, effective administration capacity, and needed resources to support and enable research. This Policy defines the roles and responsibilities of all involved parties in the UAEU research function, specifically:

1. defines policies that govern all aspects of Research and Sponsored Projects;
2. serves as a primary reference for the academic community for both internally and externally sponsored research and consultation projects.



### Policy

1. The RSPO is responsible for the administration and management of all types of internally and externally funded research and consultancy services conducted by the UAEU faculty and researchers. This Policy governs the relationship between faculty and researchers, their respective Academic Units (Colleges, Institutes, and Centers, etc.), and the RSPO.
2. The Director of the RSPO, Deans, Assistant Deans for Research and Graduate Studies, directors of research centers, faculty, instructors, and researchers have the collective responsibility of ensuring high standards of research and compliance with all applicable University Policies and Procedures.
3. The RSPO, Colleges and Research Centers are to implement internal research funding programs to enhance the scholarly outcomes of the UAEU, address the broader needs of the society, train the UAEU students and other partners, and better position faculty members and graduate students to obtain external support for research grants, fellowships and consultations.
4. The support responsibilities of the RSPO are:
  - a) to develop, maintain, and implement a Policy and operational framework for research activities to advance the research profile of the UAEU;
  - b) to ensure that all research activities and consultation projects are aligned with the UAEU mission, as per UAEU policies and in compliance with the requirements of sponsors or funding agencies;
  - c) to provide the needed administrative support to those involved in conducting research and consultation services from UAEU and to interface with external research and consultation granting agencies.;
  - d) to establish and maintain ties with sponsors and funding agencies, and effectively communicate to Colleges and Research Centers funding and consulting opportunities and deadlines;
  - e) to increase the awareness among faculty members and students on intellectual property (IP) rights and protection, to support securing the protection of intellectual property resulting from research, and to facilitate its commercialization;
  - f) to provide periodic analytics to decision makers and the academic community on the portfolio of research and consultancy projects conducted and the scholarly activities and outcomes of the UAEU faculty and students.
5. The University Research Council (RC) provides support and advice to RSPO on subjects pertaining to the development of research and creative activities at UAEU. The Council is chaired by the APR, and includes in its membership the Director of RSPO, the Assistant Dean for Research and Graduate Studies of each

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (2):</b> Administration of Research and Sponsored Projects	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	4 of 31

College, two Directors of Research Centers, the Chair of the Research Ethics Review Board (RERB), and up to three faculty members at or above the rank of Associate Professor. The main roles of the RC, among others, are to:

- a) foster a supportive and enabling environment for research at UAEU and assist in developing an action plan to help realize the UAEU's mission for distinction in research, creativity, and scholarly activities;
- b) identify and promote opportunities for research collaboration with the wider local and international academic and industrial community including opportunities for external funding of research and consultation services.
- c) review and recommend research programs for internal funding.
- d) identify and promote opportunities to integrate research experiences in undergraduate and graduate curricula and directly involve students in research projects.
- e) evaluate proposals for new research institutes and research centers and make recommendations on their establishment to the University Academic Council;
- f) recommend changes in policies and procedures that govern research in UAEU;
- g) any other relevant matter forwarded to the RC by the University.

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (3):</b> University-Funded Research Grants	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	5 of 31

## Chapter (3): University-Funded Research Grants

### Overview

This Policy provides details of the operation of applications for and administration of internally funded research grants.

### Scope

This Policy applies to all internally funded research projects. All faculty members, qualified instructors having the approval of the APR, researchers, and students can benefit from internally available funding opportunities.

### Objective

UAEU supports research projects and programs that help fulfill its research mission and further the scholarly pursuits of its faculty and researchers. It also aims to educate and train its students in pursuance of national goals, beyond the interests of external grant-making bodies or institutions. UAEU is also interested in funding research ideas that are at the formative stage and may later lead to securing external funds. UAEU, therefore, allocates a budget to support the research activities of faculty members. UAEU may also provide support to establish international research collaboration and foster its image as a research-intensive university at the global level.

### Policy

1. At least once a year, UAEU shall announce competitive, internally funded research grant programs and a funding cycle timeline.
2. The OAPR may develop new research programs to meet the UAEU's vision to become a research-intensive university. The programs might be fully funded by UAEU or jointly funded with other collaborating universities/organizations.
3. The portfolio of internal research programs supports a balance of fundamental and applied research, and encourages, whenever appropriate, student involvement, interdisciplinary research, collaboration with the intended beneficiaries in the community in support of the UAE development priorities, and collaborative research with universities and research centers within the region and internationally. Preference of support is given to projects in the areas of national strategic priorities.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (4):</b> Externally Sponsored Research Projects and Programs	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	6 of 31

## Chapter (4): Externally Sponsored Research Projects and Programs

### Overview

External sponsors may secure support for UAEU's instructional, research, and service missions through grants, contracts, or other forms of sponsorship.

This Policy defines the rules related to submitting proposals to- and administration of- externally sponsored research projects and research programs/centers.

### Scope


This Policy applies to all externally sponsored research projects and programs/Research Centers at UAEU including collaborative research with other institutions.

### Objective

UAEU aspires to achieve international recognition as a research-intensive university. The objective of this Policy is to help applicants from UAEU secure more external grants to support research scholarly activities, university programs, institutes and research centers and to provide effective administration of obtained awards.

### Policy

1. UAEU shall ensure that sponsorship is appropriate and compliant with all quality control standards, and all proposals for sponsorship must follow proper administrative channels as outlined in this Policy.
2. A sponsored research proposal must have a Lead or Principal Investigator (PI), who is responsible for all administrative and scientific aspects of the project.
3. The PI has the primary responsibility for the formulation and execution of the research plan and for submitting progress, interim and final reports describing the deliverables as set out in the research contract or grant agreement. The PI should observe, and abide by, all the terms and conditions of the signed agreement/contract with the awarding entity.
4. All requests to the respective College or Research Center for personnel and purchasing/lease actions for equipment, goods, and services related to the execution of the research project must be initiated by the PI and in compliance with University Policies and Procedures.
5. The Research and Sponsored Project Office (RSPO) has the primary responsibility for the administrative oversight of all proposals for research sponsorship (Pre-award).
6. Colleges, Institutes, and Research Centers of the UAEU have the primary responsibility for the administrative oversight of grant agreements or contracts that result from successful proposals (post-award). This includes administrative oversight of the expenditure of funds provided in compliance with university policies and procedures.
7. PIs are encouraged to involve, whenever appropriate, undergraduate and postgraduate students in research projects.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Chapter (5): Consulting Services</b>	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	7 of 31

## Chapter (5): Consulting Services

### Overview

A consultancy service is a professional service performed by UAEU employee(s) beyond regular university duty at the request of an external organization. This service may be contracted, i.e., paid consultancy, assigned by UAEU, or offered by the employee without compensation, depending on the requesting agency and the nature of the service. This Policy focuses on the contracted consultancy services.

The Policy provides principles regarding the terms and conditions of consultancy agreements made between UAEU and external parties.

### Scope

This Policy applies to all faculty, instructors, and researchers of UAEU who might provide consultation services to other entities. Exemptions from this Policy include public services performed with University approval, such as:



1. Honoraria to faculty or staff in recognition of the performance of academic or other services/duties.
2. Remuneration for serving on national councils, task forces, or committees.
3. Court-assigned fees paid for acting as court experts.

### Objective

UAEU is committed to its primary mission of teaching, research, and service. It recognizes that the expertise/services of faculty and staff can be of value to the external community and industry and may wish to offer such expertise in productive relationships with the community/industry for mutual benefits. This Policy provides a framework to manage a proper balance between activities supportive of the teaching and research mission of the UAEU and effective service to the external community/industry.


### Policy

1. A prior approval from UAEU is essential for the engagement of its faculty and staff in any type of consultation or compensated services.
2. Consulting is normally limited to an average of one day per week during the consultation period. However, consulting during any given week may exceed the one-day limitation provided that total consulting activity during a given academic term does not exceed an average of one day per week. Consulting activity should not occur at a time that conflicts with scheduled classes, office hours, or other scheduled university responsibilities.
3. If the consultation period exceeds one day per week during a given academic term, the faculty must buyout a minimum of 1/4 of his teaching time.
4. UAEU shall be compensated whenever a consultancy service uses the UAEU's facilities, equipment, or personnel.
5. All consultancy projects, including testing services, are carried out/supervised by a Lead or a PI.
6. The PI has the primary responsibility for the formulation and execution of the consultation plan and submitting progress, interim and final reports describing the deliverables as set out in the consultation contract or agreement. The PI should observe all the terms and conditions of the contract.
7. All requests to the respective College, Institute, or Research Center for personnel and any purchasing/lease actions for equipment, goods, and services for the execution of the consultation project must be initiated by the PI in compliance with University Policies and Procedures.
8. The RSPO has the primary responsibility for the administrative oversight of proposals for consultation projects (Pre-award). The RSPO shall support applications if they satisfy the criteria outlined in the Procedures.

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Chapter (5):</b> Consulting Services	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	8 of 31

9. The UAEU's colleges, Institutes, and Research Centers have the primary responsibility for overall administrative oversight of consultation agreements or contracts that result from successful proposals (post-award), including administrative oversight of the expenditure of funds charged to the external client or sponsor in compliance with University Policies and Procedures.
10. To avoid potential conflicts of interest, faculty, researchers, and staff members who intend to engage in any consultancy or commissioned research work not contracted to UAEU during their annual leave must get prior approval from the College Dean/Center Director and the Office of the APR.
11. The consultation team and University officers reviewing and approving consultation projects are obliged to conform to the terms of the project's non-disclosure agreement, if any. In addition, UAEU expects its employees to observe confidentiality terms about projects at all times, even after they are no longer employed by UAEU.
12. PI(s) are encouraged to involve students, whenever appropriate, in consultation projects. Engaging graduate students in research projects is contingent upon the approval of their advisors.



 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (6):</b> Incentives and Compensation for Faculty Members, Researchers, and Instructors Involved in Research and Consultancy Services	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	9 of 31

## Chapter (6): Incentives and Compensation for Faculty Members, Researchers, and Instructors Involved in Research and Consultancy Services

### Overview

This Policy defines possible incentives for faculty members, researchers, and instructors involved in Research and Consultancy Services.

### Scope

This Policy applies to all faculty members, researchers and instructors employed by UAEU.

### Objective


UAEU aims to establish uniform guidelines and expectations regarding the incentives for faculty and instructors engaging in research and consultancy services.

### Policy

#### Article (2): Externally Funded Projects

The incentives for faculty members/instructors involved in externally funded research and consultancy services shall be as follows:


1. Faculty members/instructors involved in externally funded projects/consultations can buy up to half of their teaching time and up to a maximum of six credits hours/semester, provided that budgets for the purchase of release time are sufficient within the externally-funded projects. Terms and rates applied for release time are specified under the Teaching Load Policy of the UAEU. The corresponding amount is charged to the project funds and transferred to the concerned Academic Unit.
2. Faculty members/instructors can charge externally-funded research projects for overtime work during regular semesters and work in lieu of partial summer leave. The compensation for this research overtime is based on a rate agreed upon with the funding party. Such overtime compensation should be included in the personnel budget of the approved research budget and should not exceed the maximum allowable compensation without time buyout.
3. Faculty members/instructors can include within the proposals for consultation projects personnel payments to consulting team based on a rate agreed upon with the funding party.
4. If the total overtime payments within one fiscal year (January – December) for the faculty member/instructor from externally funded research and consultancy projects exceed 25% of the faculty's/instructor's total annual salary (not including other benefits), then the faculty member/instructor is obliged to purchase part of his teaching time as indicated in the Teaching Load Policy of the UAEU.
5. Faculty members/instructors and researchers may include travel support for conferences within budgets for externally funded research or consultancy projects.

UAEU Research Policies			
 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (6):</b> Incentives and Compensation for Faculty Members, Researchers, and Instructors Involved in Research and Consultancy Services	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	10 of 31

### Article (3): Internally Funded Projects

The incentives for faculty members/instructors and researchers having internally funded projects shall be as follows:

1. The budgets of the projects may include funds to support international conference travel. This travel can be in addition to any other conference travel(s) supported by the College.
2. The Principal Investigator(s) may get due consideration for discretionary release time from teaching if available within the Department or College and/or may get assigned less demanding University Service obligations with the Dean's approval.
3. The RSPO may allocate a percentage or a certain amount of the total budget of the internal grants as compensation for the PI, who has the discretion of distributing it among other PIs or the investigating team. The level of allowable compensation should be given in the guidelines for proposals.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (7):</b> Indirect Cost Recovery Rate (Overhead), and Faculty Time Buy-Out	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	11 of 31

## Chapter (7): Indirect Cost Recovery Rate (Overhead)

### Overview

1. The direct costs of performing research and other services are well understood. There are, however, many other significant costs associated with research or other services that are not immediately obvious, nor can they always be attributed to a specific project. Nonetheless, they are actual costs and are incurred by UAEU for all activities. These additional, non-projects specific, costs are known as Indirect Costs.
2. The Policy defines the Indirect Cost Recovery Rate (overhead) for externally funded projects and graduate programs and the distribution of the recovered funds.

### Scope


1. This Policy applies to four general classes of fee-based activities: a) Tuition-paying graduate programs, b) Externally-funded research projects, consultation services, and laboratory testing services, c) Fee-based continuing education programs, workshops, and courses, and d) Scientific conferences, workshops, and symposia registration fees.
2. Exceptions
  - a) This Policy does not apply to i) laboratory equipment grants, ii) external sponsorships to support the organization of conferences, workshops, symposia, or meetings held by UAEU, iii) all student activities and projects or iv) continuing professional (postgraduate) educational activities.
  - b) Any request for an exception other than those listed above must be presented to the APR and DVCAA through the relevant Dean or Center Director and must be approved based on the associated UAEU signatory authority.

### Objective

UAEU maintains the right to receive compensation for the use of facilities and resources by all fee-based projects, programs, services, and activities for the general public.

### Policy

UAEU should be compensated for using resources and facilities to fulfill externally funded programs, services, activities, and projects.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Chapter (8): Intellectual Property</b>	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	12 of 31

## Chapter (8): Intellectual Property

### Article (4): Definitions

Producer	:	means the individual or group of individuals who individually or jointly with others invented, authored, or were otherwise responsible for the generation of the Intellectual Property. “Producer” includes inventors, authors, artists, designers, breeders of new plant varieties, and other producers of intellectual property.
Intellectual Property	:	means any subject matter protected by national and/or international intellectual property laws including, but not limited to, inventions (novel, non-obvious, and useful patentable subject matter such as machines, products, processes, and compositions of matter), original literary, scientific, musical, dramatic, and artistic works (copyright works), industrial designs (aesthetic features of useful articles), layout designs of integrated circuits, distinctive marks used in commerce (trademarks), new plant varieties, confidential information, and trade secrets.
Gross Income	:	means the total monetary payments UAEU receives as a result of transferring rights in the Intellectual Property to a third party through an assignment or license.
Net Income	:	means monetary payments received as a result of transferring all or some of the rights in the Intellectual Property to a third party after the UAEU’s expenditures (including legal fees) directly attributable to developing, protecting, maintaining, and transferring that Intellectual Property rights have been deducted from the Gross Income.
Instructional Work	:	means a work that constitutes or embodies instructional materials for use in conjunction with courses including class materials, class notes, e-learning materials, and course supporting software.
Research, Scholarly and Creative Activity Work	:	means any intellectual product generated by UAEU Employees that is not an instructional work regardless of its eligibility for intellectual property protection.
Employee	:	means a person employed or otherwise compensated by UAEU, including faculty members and staff members.
Student	:	means any undergraduate or postgraduate student enrolled in UAEU regardless of the source of funding or employment status.
Specially Commissioned Work	:	means a work specially ordered or commissioned in a written agreement signed by UAEU and the Producer.
External Collaborators	:	means inventors who reside in the UAE, are not employed or funded by UAEU at the time of producing their inventions, and have entered into an agreement with UAEU to file for or commercialize patents.
Commercialization of intellectual property	:	means the process by which UAEU generates a financial return from the exploitation of intellectual property.

### Overview



This Policy defines the rules of the ownership and use of intellectual property at and by UAEU.

### Scope

This Policy applies to all UAEU employees, UAEU students, and persons funded or otherwise compensated by UAEU. It also applies to external collaborators who file for or commercialize patents through UAEU.

### Objective

UAEU encourages innovative work and supports its Producers to capture the social and financial benefits of their various types of Intellectual Property. This Policy sets up a framework of principles that balances, on one hand, the rights of the Producers to be rewarded for producing intellectual property and, on the other hand, the

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Chapter (8):</b> Intellectual Property	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	13 of 31

rights of UAEU to receive an equitable return from its investment in this Intellectual Property to support its mission. It also aims to ensure the timely and effective cooperation of all individuals and bodies involved in the process of protecting Intellectual Property.

## Policy

This Policy sets forth the rules applying to ownership, distribution, use, and commercial exploitation rights of Intellectual Property developed by UAEU Employees and Students, Producers of specially commissioned works, and External Collaborators filing for or commercializing Patents through UAEU. As part of its functions in education, research, and community service, UAEU recognizes the public interest in both the effective protection of commercially valuable Intellectual Property by patents, and other Intellectual Property types of protection, and in the organized technology transfer via Intellectual Property licenses and assignments. UAEU devotes specific attention to accelerate filing, granting and commercialization of patents.

### 1. Governance

The (APR) on behalf of UAEU shall have the responsibility to:

- Provide oversight of Intellectual Property protection, ownership and management, technology transfer, and acceleration of the innovation process from ideation to commercialization;
- Implement procedures for the exploitation of Intellectual Property covered by this Policy;
- Adopt and implement all the measures necessary to protect the UAEU's Intellectual Property including seeking and securing Intellectual Property protection by patents and other types of intellectual property protection mechanisms;
- Promote effective distribution and marketing of Intellectual Property;
- Raise the awareness of the individuals covered by this Policy of the importance of Intellectual Property, its means of protection, and its policy in UAEU.
- Organize events, seminars, and workshops to promote awareness at the national level and implementation of best practices related to Intellectual Property including the filing and commercialization of Patents.

### 2. Responsibilities of Concerned Individuals


UAEU employees and students, and persons funded or otherwise compensated by UAEU, have a responsibility to:

- Adhere to the principles of this Policy.
- Sign the UAEU's Intellectual Property Policy Acknowledgment, when so requested by UAEU.
- Produce, retain, and use Intellectual Property according to UAEU policies and applicable laws.
- Cooperate with UAEU in securing the protection of the UAEU's Intellectual Property, including cooperation in obtaining and maintaining patent, copyright, or other suitable types of protection for such Intellectual Property, and in legal actions taken in response to infringement.
- Promptly and effectively respond to patent office actions and inquiries relating to patents' applications in which they are named inventors.
- Disclose promptly in writing any and all Intellectual Property that they produce (whether or not patentable) and assign title to such Intellectual Property to UAEU or its designee.
- Actively follow up on the commercialization opportunities of patents and other Intellectual Property and effectively collaborating in the commercialization process.

External Collaborators have the responsibilities given in items (a – e) listed above.

### 3. Compliance

Failure to comply with the provisions of this Policy may result in disciplinary action in accordance with applicable UAEU Policies and Procedures.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (9):</b> Publication of Research Results	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	14 of 31

## Chapter (9): Publication of Research Results

### Overview

This Policy provides the rules that shall govern the publication of research results.

### Scope

This Policy applies to all proposals and agreements for public and private support for research projects and sponsored research programs at UAEU.



### Objective

UAEU maintains the right to disseminate the information and outcomes of its research activities. This Policy defines the terms of that right.

### Policy

Contracts with external sponsors shall include the following provisions:

1. **University's Right to Publish:** UAEU reserves the right to publish the research results unless mentioned otherwise in the contract with the sponsor. The sponsor can request in writing an opportunity to review the manuscript and to make suggestions for modifications.
2. **External Sponsors Right to Publish:** If UAEU decides not to publish the research results, the external sponsors, with the consent of the UAEU, may publish them. In such cases, UAEU shall be allowed to review the manuscript, and it shall not be published until approved by the UAEU in writing.
3. **Proper Credit:** Publication by either party (UAEU or external sponsors) shall properly credit the other party for providing the funding and/or the cooperative character of the research.
4. **Brand and Trade Names:** No commercial brands or trade names shall appear in the publication of the results unless such appearance of the brand or trade name is essential in the description of the research, nor shall the name of the UAEU or its logo be used in any way for advertising purposes.
5. **Publicity:** If desired by the Sponsor, no publicity shall be given by either party concerning any of the results of the research prior to publication by either party, except with the written approval of the other party.
6. **Research results that may embody or disclose patentable subject matter** shall not be published, by either party, or otherwise disclosed, until the APR Office has confirmed that it has taken the necessary measures to secure patent protection or that patent protection is not sought.

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Chapter (10):</b> Research Integrity	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	15 of 31

## Chapter (10): Research Integrity

### Overview

This Policy explains the expected conduct of persons associated with UAEU who are engaged in research projects. Its purpose is to ensure proper conduct and deter research misconduct through awareness of basic principles.

### Scope

This Policy applies to the faculty, staff, and students in UAEU.

### Objective

UAEU is committed to observing the highest standards of research integrity and the education of all its constituents about these standards to act accordingly. This policy outlines this commitment.

### Policy

Research integrity is the basis upon which research communication and collaboration depend. It demands that those engaging in research and scholarship, in whatever discipline, must at all times, and without exception, adhere to the following basic principles of:

1. Observing the highest professional standards in designing and conducting research and investigations;
2. Upholding a critical, open-minded approach in conducting research and in analyzing data;
3. Exercising frankness and fairness towards the contribution of partners, competitors, and predecessors;
4. Preserving absolute honesty at all stages of inquiry, in particular, by avoiding:
  - a) Any form of fraud, such as fabricating or falsifying data;
  - b) Publishing materials that may have adverse impacts on the UAE and its economy and culture;
  - c) Piracy and plagiarism;
  - d) Sabotaging the work, records, or protocols of other researchers;
  - e) Breach of confidentiality duties as a reviewer or supervisor; and
  - f) Complicity in any actions as described under a) to e) above.



## Article (5): Academic Freedom in Research

A commitment to academic freedom is essential to accomplishing UAEU's Mission. By pursuing truth and its free expression, scholars and researchers advance and disseminate knowledge. In exercising their right to seek and to communicate knowledge freely and openly, members of the academic community also have the responsibility to act in accordance with the highest standards of integrity and in conformity with applicable professional codes and legislations, and with UAEU Policies.

## Article (6): Data Storage and Retention

1. The definition of "data" for the purpose of this Policy encompasses the information on which the research is based, the methodology used to obtain results, the actual research results, and their analysis and interpretation by the researchers.
2. Data must be recorded in a clear and accurate format. Particular attention must be paid to ensure the completeness, integrity and security of these records.
3. Data must be retained for a minimum period of five years from the date of publication, unless a different length of time is approved by the APR.



 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Chapter (10):</b> Research Integrity	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	16 of 31

4. Data must be organized in a manner that allows ready verification either in paper or electronic format. Original data must be identified to protect UAEU and researchers against allegations of data falsification.
5. In the event of litigation, data and records must be accessible to UAEU and its legal advisors.
6. Research data related to publications must be available for discussion with other researchers, except where confidentiality provisions apply. Confidentiality provisions relating to research data and records shall apply in circumstances where UAEU or the researcher has made or given assurances of confidentiality to third parties, or where disclosure would involve the unreasonable disclosure of information relating to the personal privacy of any person, or when confidentiality is required to protect intellectual property rights.

### Article (7): Confidentiality



1. When researchers have access to each other's research, they must first seek clarification from the originator regarding the extent of the confidentiality of the research before details about or ideas from the research can be discussed with others.
2. In collaborative research, confidentiality agreements/non-disclosure agreements are required when appropriate. Groups and individual researchers may be required to sign a confidentiality agreement before commencing the work on the project.
3. When the research is undertaken under a research contract or sponsorship, the ownership of and responsibilities for research data and records are determined prior to the commencement of the research contract and specified in the research contract.
4. Persons who are enrolled as subjects of research are entitled to confidential treatment of all information that they provide. If the information is to be shared with another organization, the informed consent of the subjects for the sharing of the information must be collected in writing.

### Article (8): Authorship

1. UAEU upholds the principle that the publication of research results and other scholarly works is an intrinsic part of research endeavor. Publication and authorship must be approached responsibly, adhering to relevant ethical principles and internationally accepted standards.
2. Unless otherwise stated in this Policy, there is no limitation or restriction on the public dissemination of the results of any project in which UAEU participates, regardless of the funding source.
3. Authorship implies a significant intellectual contribution to the conception and design of the work and some role in its review and writing. Authorship guidelines are detailed below:
  - a) Authorship: A person claiming authorship of a scholarly publication must meet the following criteria:
    - Providing substantial contributions to conception and design, or acquisition of data, or analysis and interpretation of data;
    - Drafting the publication or reviewing it critically to produce important intellectual content;
    - Taking the responsibility of the final approval of publication; and
    - Having the ability to explain and defend the publication in public or scholarly settings;

Authors should meet all of the above criteria and those who do not meet all four criteria should be acknowledged. All authors are responsible for the quality, accuracy, and ethics of the work and should have access to the manuscript prior to its being submitted for publication and should agree to their inclusion as coauthors.
  - b) Acknowledgement: All persons who have contributed to the publication but do not meet the four criteria listed above must be acknowledged in the publication appropriately. These may include research funders and individuals who have provided general supervision of a research group, assisted in obtaining funding, or provided technical support.
  - c) Affiliation:



 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (10):</b> Research Integrity	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	17 of 31

- All publications originating from UAEU should have UAEU affiliations, even if the work has been done elsewhere through collaboration.
- All faculty members and researchers shall use the following affiliation(s) in all publications as applicable:
  - Department name, College name, United Arab Emirates University, Al Ain, United Arab Emirates.
  - Research Center name, United Arab Emirates University, Al Ain, United Arab Emirates.
- d) Honorary Authorship: Honorary authorship, i.e., inclusion as co-author of a person who does not meet the foregoing criteria for authorship is unethical and therefore not permitted.
- e) Student Authorship: Faculty members honor their responsibility to safeguard the rights of students to publish the results of their research, and the rights of students to be given appropriate credit for their contributions to research.
- f) Lead Author and Order of Authorship:
  - Generally, the senior author is the person who leads the study (i.e. the Principal Investigator (PI)) and makes a major contribution to the work. It is the responsibility of the Lead Author to ensure that the contributions of the study participants are properly recognized.
  - Authors are encouraged to discuss and reach an agreement addressing authorship issues.
- g) Disputes over Authorship: The senior author shall resolve disagreements over authorship in collegial consultation with the other authors. If the authors cannot resolve the authorship dispute, the College Dean shall intervene to provide a resolution of the dispute.


## Article (9): Publication

1. When publishing results of research or any public statement about one's research, all reasonable steps must be taken to ensure that published reports, statistics and public statements about research activities and performance are accurate.
2. The inclusion of inaccurate or misleading information relating to research activity in curriculum vitae, grant applications, job applications, etc., is unethical.
3. Publication of multiple papers reporting the same research results is not acceptable, except where the papers fully acknowledge the respective other publications. An author who submits a substantially similar work to more than one publisher must disclose this to the publishers at the time of submission.

## Article (10): Conflict of Interest

Researchers shall avoid any situation that involves or may involve a conflict between his/her personal interest and the interest of UAEU or contracting parties. As in all facets of their duties, researchers must act in the best interest of UAEU while dealing, for example, with outside research institutions, other universities, outside business ventures, subcontractors, or any person doing business or seeking to do business with UAEU. Researchers shall make prompt and full disclosure in writing of any potential situation that may involve a conflict of interest to their Dean, Department Chair, or Head of Unit. Such situations include, but are not limited to, the following:

1. Ownership by a researcher or a member of his/her family, of a significant interest in any outside enterprise that does or seeks to do business with UAEU.
2. Serving as a director, officer, partner, consultant, or in a managerial or technical capacity with an outside enterprise that does or seeks to do business with UAEU.
3. Acting as a broker, finder, negotiator or otherwise, for the benefit of a third-party in a transaction involving or potentially involving UAEU or its interests.
4. Any other arrangements or circumstances, including family or other personal relationships, which might discourage the researcher from acting in the best interests of UAEU.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (10):</b> Research Integrity	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	18 of 31

### Article (11): Misconduct in Research


1. Research misconduct is principally defined as “fabrication, falsification, plagiarism or deception in proposing, carrying out or reporting results of research or deliberate, harmful, or negligent deviations from accepted practices in carrying out research.”
2. Research misconduct also includes:
  - a) Failure to follow established research policies that deal with risk or harm to humans, other vertebrates or the environment, and/or facilitating or covering up such actions by others; and
  - b) Intentional, unauthorized use, disclosure or removal of, or damage to, research-related property of another person or entity, including apparatus, materials, writing, data, hardware or software or any other substance or devices used in or resulting from the conduct of research.
3. Research misconduct does not include honest error or differences in the design, execution, interpretation or judgment in evaluating research methods or results or misconduct unrelated to the research process. Similarly, it does not include poor research unless this conduct encompasses the intention to deceive.
4. When an allegation of research misconduct is made by an identified individual or group against an employee, student, visiting researcher or fellow working at UAEU at the time when a misconduct is alleged to have occurred, this allegation should be first investigated by the College Dean. If the allegation is warranted, the College Dean refers the allegation to the APR, along with the preliminary findings, for a full investigation. Allegations by anonymous persons are not investigated by UAEU.

### Article (12): Research on Principles of Sustainability

UAEU shall give priority to research projects that integrate and demonstrate principles of sustainability and long-term impact with a specific focus on energy, environment and water sustainability.

### Article (13): Collaborative Research with Institutions in other Countries

Collaborative research with universities and institutions of other countries must meet the research and legal parameters of the countries involved in the research process.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (11):</b> Ethical Review of University Research	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	19 of 31

## Chapter (11): Ethical Review of University Research

### Overview

This Policy provides a framework that includes the purpose, mechanisms, and standards for ethical review of the research projects undertaken in UAEU.

### Scope


Applies to all employees and students of the UAEU and to all research carried out at UAEU facilities or under UAEU name elsewhere.

### Objective

UAEU is committed to the maintenance of the highest ethical standards in the preparation, implementation, and dissemination of results of research conducted under UAEU's name. This Policy gives effect to that commitment.

### Policy

1. UAEU regards maintenance of the highest ethical standards in research as a central and critical responsibility. UAEU takes greatest care in ensuring that the ethics and integrity of research are beyond question, as the individual researcher has a responsibility not only to him/herself but also to the society. The Policy is interpreted in a manner consistent with UAEU's commitment to the highest standards of professional conduct.
2. Members of the academic community have the responsibility to act in accordance with UAE law, cultural norms, UAEU codes of practice, policies, and standards of professionalism.
3. UAEU has established a Research Ethics Review Board (RERB) responsible for conducting ethical reviews of research proposals requiring relevant reviews. The RERB investigates allegations of research misconduct referred to it by the APR.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (12):</b> Research Involving UAEU Faculty, Staff or Students as Research Subjects	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	20 of 31

## Chapter (12): Research Involving UAEU Faculty, Staff or Students as Research Subjects

### Overview

This Policy regulates the participation of the UAEU community as subjects of research projects.

### Scope



This Policy applies to all requests by persons or entities inside or outside UAEU to use the faculty, staff, or students (full-time or visiting) as research subjects.

### Objective

The objective of this Policy is to protect any faculty member, student, or staff member in case of requests to involve them as research subjects.

### Policy

1. Research by persons or entities inside or outside UAEU involving the use of faculty members, staff, or students as research subjects must be approved by the RERB and the APR or his designee, prior to involvement of UAEU persons in the research.
2. This Policy applies whenever a UAEU employee or student is contacted as a prospective research subject either through UAEU offices or because of their University affiliation.
3. Research procedures must ensure anonymity, where applicable, and adopt the necessary measures to protect personal and confidential information, in accordance with the relevant University Policies.

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (13):</b> Research Involving Hazardous and Bio-Hazardous Materials/Processes	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	21 of 31

## Chapter (13): Research Involving Hazardous and Bio-Hazardous Materials/Processes

### Overview

This Policy regulates the research that involves use of hazardous or bio-hazardous materials or processes in UAEU.

### Scope


This Policy applies to all employees of the UAEU.

### Objective

UAEU is a major research institution in the UAE. As such, potentially hazardous materials may be present on the campus and some research may involve hazardous processes. In order to ensure the safety of the community while also allowing researchers to continue their scientific pursuits, the following Policy has been established.

### Policy

1. UAEU shall strictly observe all federal laws and good practice in dealing with hazardous materials and processes.
2. UAEU shall take all the necessary measures and shall establish necessary entities to observe compliance with the applicable laws and regulations.
3. The UAEU faculty, staff, and students, and non-University entities dealing with University business must comply with regulations and University Policies and Procedures when conducting research and teaching activities or when dealing in general with hazardous materials and processes.

UAEU Research Policies			
 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (14):</b> Research Involving Humans and Human-Derived Materials or Data	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	22 of 31

## Chapter (14): Research Involving Humans and Human-Derived Materials or Data

### Overview

This Policy regulates research involving human subjects in UAEU.

### Scope

This Policy applies to all activities that involve research with human subjects (in whole or in part) for which at least one of the following criteria is met:



1. The research is conducted under the direction of the principal investigator by faculty members, staff members, or students of the UAEU after approval of the Human Research Ethics Committee (H-REC);
2. The research is conducted by an external organization using UAEU facilities or premises. However, if UAEU researcher(s) is a collaborator and not a PI on an external project, then the PI of the external project has to seek ethical approval from their host institution;
3. The research involves using UAEU's public or nonpublic information to identify or contact human research subjects or prospective subjects.

### Objective

UAEU upholds the ethical rights of human subjects in research projects and gives effect to those rights by applying this Policy.

### Policy

1. All projects that fall within the above-mentioned scope and involve human and human-derived material, including tissues and organs, need approval from the Human Research Ethics Committee (H-REC). However, commercially available human cell lines do not require approval.
2. Tissue bank material from scientific organizations outside the UAE, medical data from scientific databases outside UAE, human cadaveric parts or organs imported from outside UAE and used for training workshops of surgical procedures require notification of H-REC, but not ethical approval.
3. A research project that falls into more than one Ethics Committee (e.g. Animal Research Ethics and Social Science Ethics Committees) requires approval from each relevant committee.
4. Principle investigators working on projects that deal with patients or their tissues or bio-products in health institutes should also seek ethical approval from those institutes in order to get ethical approval from UAEU H-REC.
5. All research procedures and protocols must protect human subjects and respect the rights of individual participants, the confidentiality of information about human subjects, cultural sensitivities in UAE society, and the reputation of the UAEU. This Policy is designed to ensure that human subjects are adequately protected during any research project conducted within or in connection with UAEU. Procedures must be designed and implemented with due care to follow University policies and applicable laws.
6. The RERB reviews all research proposals that involve medical research using human subjects or other research involving medical testing of subjects to ensure that the rights and welfare of the subjects are adequately protected and matters of confidentiality are respected. Prospective subjects must also be protected from undue influence or coercion to participate. Appropriate approval processes for the selection of human subjects must be implemented. All activities must follow University Policies and Procedures.

 جامعة الإمارات العربية المتحدة United Arab Emirates University 	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (15):</b> Using Animals in Research and Education	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	23 of 31

## Chapter (15): Using Animals in Research and Education

### Overview

This Policy regulates the use of animals in UAEU research projects and educational programs.

### Scope

This Policy applies to all research and educational activities that involve animals for which at least one of the following criteria is met:



1. The activity is conducted by or under the direction of the faculty, instructor, staff, or students of the UAEU.
2. The activity is conducted by an external organization using UAEU facilities or premises. However, UAEU collaborator has to seek ethical approval.

### Objective

UAEU is committed to respect the welfare of animals used in research projects and educational programs. This Policy gives effect to that commitment.

### Policy

1. All research and educational activities that fall within the above-mentioned scope and involve animals and animal-derived material, including tissues and organs, need approval from the Animal Research Ethics Committee (A-EC).
2. The A-EC develops its own regulations and detailed procedures according to international standards for animal welfare and UAE law.
3. Procedures must be designed with due regard to UAEU Policies and applicable laws, and must be implemented in the Animal Facility of the UAEU or in appropriately designated research or teaching laboratories/facilities (except research projects involving wild animals). Breeding, housing or maintenance has to be in the Animal Facility of UAEU.
4. After experimental work, all animal/animal-derived material should be disposed of according to ethical guidelines.

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (16):</b> Endowed and Named Professorial Chairs	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	24 of 31

## Chapter (16): Endowed and Named Professorial Chairs

### Overview

This Policy regulates Endowed and named Professorial Chairs in UAEU.

### Scope

This Policy applies to the establishment of Endowed and named Professorial Chairs at UAEU.



### Objective

To support its Mission, UAEU establishes Endowed and named Professorial Chairs. This Policy sets out the framework governing such positions.

### Policy

1. UAEU recognizes the importance of Endowed and named Professorial Chairs for the enrichment of its research programs.
2. UAEU supports the creation of Endowed and named Professorial Chairs specifically in the areas of national priority and the interests of the donors.



 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Chapter (17):</b> Research Centers and Institutes	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	25 of 31

## Chapter (17): Research Centers and Institutes

### Overview

This Policy defines the creation, operation, and review of Research Centers and Institutes at UAEU.

### Scope


This Policy applies to all Research Centers and Institutes that involve research activities of interdisciplinary nature.

### Objective

To ensure institutional flexibility for accomplishing certain research, educational, and service missions while adhering to UAEU's policies and regulations concerning governance, fiscal control, and academic excellence.

### Policy

UAEU establishes Research Centers and Institutes that respond to the complex and interdisciplinary nature of research, educational, and outreach programs for which traditional academic departments and colleges may not have sufficient diversity in their faculty or adequate facilities and resources.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (18):</b> Students' Involvement in Research	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	26 of 31

## Chapter (18): Students' Involvement in Research

### Overview

Education and research are among the core functions of UAEU. Incorporating research experience with other robust academic training programs is beneficial to students. Research experience fosters the discipline awareness and helps students to develop critical thinking, problem solving, and other transferable skills. Therefore, there is an increasing expectation that students are engaged with faculty members to conduct research or similar creative activities as part of their undergraduate experience.

This Policy defines the rules related to students' involvement in research.

### Scope



This Policy applies to all undergraduate and graduate students with good academic standing.

### Objective

This Policy establishes the general principles that promote and support the engagement of undergraduate and graduate students in research.

### Policy

1. UAEU shall allocate an annual budget to support the involvement of undergraduate and graduate students in research activities.
2. Students shall conduct research under the supervision of faculty members. To be qualified to work independently, students and researchers must receive the proper training and pass any required tests.
3. Faculty members are encouraged to allocate a percentage of the budget in their research grants as stipends for undergraduate and/or graduate students.
4. UAEU shall establish funding opportunities for students who develop sound research proposals under the supervision of faculty members. Faculty members shall train undergraduate students, as applicable, in lab-based research and ensure their readiness to handle the research tasks safely.
5. Students shall strictly comply with the Occupational Health and Safety regulations of the UAEU.
6. Students shall strictly comply with the confidentiality clauses of the research project and follow ethical guidelines in conducting research studies.
7. Students are entitled to the benefits of the Intellectual Property that they create, as per the UAEU's IP Policy.

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Chapter (19): Research Staff</b>	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	27 of 31

## Chapter (19): Research Staff

### Overview

This Policy defines the rules related to qualifications of research staff, types of appointments, recruitment, compensation, contract renewal and termination.

### Scope



This Policy applies to all current and future research staff at UAEU through internal or external funds.

### Objective

The purpose of this Policy is to ensure consistency of approach in the recruitment, appointment and all other matters related to research staff, and to clarify the expected qualifications, duties and obligations.

### Policy

1. UAEU values the contributions of the research staff to the scholarly activities and knowledge creation.
2. UAEU is committed to providing equal opportunity, non-discriminatory, and professional working environment. Candidates, regardless of their ethnicity and religion, are encouraged to join UAEU.
3. Research staff include: Research Assistant, Research Associate, Post-Doctoral Fellow, Researcher, and Senior Researcher.

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b>	Effective Date	11-08-2025
	<b>Chapter (20):</b> Use and Maintenance of Research Equipment	Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	28 of 31

## Chapter (20): Use and Maintenance of Research Equipment

### Article (14): Definitions

Equipment: means all the tangible resources used in the operations and activities in UAEU laboratories.

#### Overview

This Policy aims to manage the use and maintenance of laboratory equipment at UAEU. It is considered an integral part of quality assurance in the lab and impacts the productivity and integrity of the work produced.

#### Scope


This Policy applies to all faculty, researchers, staff, and students at UAEU.

#### Objective

This Policy ensures efficient utilization and effective maintenance of the equipment throughout UAEU.

#### Policy

1. Use of UAEU equipment is restricted to purposes related to UAEU's mission.
2. UAEU is committed to maintaining a high level of laboratory performance and good operating conditions.
3. Equipment is available for research conducted by UAEU faculty, graduate students working under their supervision, and UAEU affiliates (e.g., Research Associates, and post-doctoral Fellows).
4. Equipment may not be removed from the UAEU campus without authorization from the College Dean or Department Head.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Chapter (21):</b> Scholarly Outcomes and Incentives	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	29 of 31

## Chapter (21): Scholarly Outcomes and Incentives

### Overview

This Policy regulates the reporting of research and scholarly outcomes and incentivizing scholarly activities.

### Scope


This Policy applies to the Office of the Associate Provost for Research (OAPR), Colleges, Research Centers, faculty members, staff, researchers, and graduate students at United Arab Emirates University (UAEU).

### Objective

This Policy aims to ensure that all scholarly outputs are accurately reported at the university level and to provide incentives to those contributing significantly to the university's research mission.



### Policy

1. UAEU values all types of scholarly activities and is committed to provide the needed support to significantly increase scholarly outcomes.
2. UAEU and all its units and employees recognize the importance of scholarly activities and outcomes to improve the global university ranking and reputation.
3. Colleges and Research Centers shall report all scholarly activities to OAPR.
4. The OAPR is responsible for maintaining records of scholarly outcomes and providing appropriate incentives for those who have made significant contributions to UAEU's research mission.

 جامعة الإمارات العربية المتحدة United Arab Emirates University <b>UAEU</b>	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Signatory Authority</b>	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	30 of 31

## Signatory Authority

	Transaction Description	Signatory Authority Level								
		Assistant Dean for Research, Center Director	Dean	RERB-Committees	Director, RSPO	Research Council	APR	DVCAA	Vice Chancellor	Board of Trustees
Policies and Procedures Manual	Proposing modifications and future updates to Research Policies and Procedures		I		C	R	A			
	Changes in Policies						I	C	R	A
	Changes in Procedures						I	R	A	
Research Projects and Consultancies	Approval of research agreements and MOUs		I		C		A			
	Approval of internal research proposals for funding	I			C	A				
	Approval of internal College research grant awards to faculty		A							
	Approval to modify overhead rate for externally sponsored projects				I		R	A		
	Approval of award contracts of externally sponsored grants*		I		R		A			
	Approval of subcontract on an internal grant to an external party		I		R		A			
	Approval of subcontracts on a sponsored grant to an external party		I		R		A			
	Approval for long term employment contracts for research staff on sponsored grants		I		R		A			
	Approval for short-term employment of students and assigning staff overtime work on a sponsored grant		I		R		A			
	Approval of requests to buy-out time for PIs on sponsored grants		A							
	Approval of requests to procure items to be charged to a sponsored grant account	R	A							
	Approval of conference travel on internal or external grants budget	R	A							
	Approval of annual and final reports of internally and externally sponsored grants	R			A					
	Approval of replacement of PI on internal and externally sponsored grant	I	R		A					
	Approval of a major change in project scope, deliverables, duration, or budget	I			R		A			
	Approval of changing the start date and extension requests	C			A					

 جامعة الإمارات العربية المتحدة United Arab Emirates University  	<b>UAEU Research Policies</b>		
	<b>Subject</b> <b>Signatory Authority</b>	Effective Date	11-08-2025
		Date for Next Review	00-00-2027
	<b>Responsible Office:</b> Associate Provost for Research	Page Number	31 of 31

	Transaction Description	Signatory Authority Level								
		Assistant Dean for Research, Center Director	Dean	RERB-Committees	Director, RSPO	Research Council	APR	DVCAA	Vice Chancellor	Board of Trustees
Intellectual Property and Awards	Approval of agreements with other organizations on deeds of assignment of intellectual property		I		R		A			
	Approval of agreements on commercialization of intellectual property owned by UAEU		I		C		R	A		
	Approval of exceptions to assignments, licensing, commercialization, or distribution of income of UAEU intellectual property	I			R		A			
	Approval of guidelines for awards for top publications, patents and commercialization				I	A				
	Approval of awards for top publications, patents and commercialization				I		A			
Ethical Review	Appointment of RERB Chair, Vice Chair						I		A	
	Appointment of RERB members						A			
	Ethical approval of research projects			A						
Named and Endowed Professorships	Establishment of Research Endowed Chairs						I	C	R	A

\* UAEU Signature depends on the level of signature of the awarding organization and the budget, as per University policy. It could be the APR, Provost, or Vice-Chancellor.