

APPROVED

by Resolution No. S-2016-11-3 of 13 December 2016
of the Senate of Vilnius University

REGULATIONS ON RESEARCH ACTIVITIES AT VILNIUS UNIVERSITY

CHAPTER I GENERAL PROVISIONS

1. The Regulations on Research Activities at Vilnius University (hereinafter the 'Regulations'), prepared in accordance with Article 7(2) of the Statute of the University and approved by the Senate of Vilnius University (hereinafter the 'Senate') as part of the Regulatory Framework for Research, Artistic Activity and Studies, set out the procedure for the organisation, financing, accounting, and evaluation of research activities at Vilnius University (hereinafter the 'University'), as well as regulate the protection of intellectual property, and other issues relating to research activities.
2. The main objectives of the research activities carried out at the University are the following: to conduct high international level fundamental and applied scientific research, as well as experimental, social, cultural, and technological development work involving students of all study cycles; to train competent, erudite scientists (researchers) in a broad range of spheres, as well as other highly qualified professionals; and to foster the role and significance of research, knowledge, and innovation in the development of society.
3. Research activities are conducted in consistent adherence to the principles of impartiality, fairness, and international scientific community spirit, in line with traditional university values of knowledge and ethics.
4. Researchers shall be allowed to freely and openly express their views on the procedure for the organisation, financing, accounting, and evaluation of research activities, as well as other issues related to research activities while maintaining the tradition of critical thinking and an environment of open debate at the University.
5. Affiliated members of the University's academic community, professors emeritus, and other persons of merit to the University, as well as the most talented students, shall be ensured the opportunity to participate in scientific research and experimental (social, cultural, and technological) development of carried out at the University.
6. Research activities are mandatory for all teaching staff (except lecturers), researchers, and doctoral students; research results (intellectual property objects) are one of the criteria determining a person's career at the University.
7. The University encourages every member of the teaching staff and researcher to improve their qualifications.
8. The units of the University develop their research activities by conducting scientific research, participating in national and international research programmes and projects, carrying out commissioned works, and engaging in other related activities.

CHAPTER II ORGANISATION OF RESEARCH ACTIVITIES

9. All core academic and branch academic units are required to carry out research activities. The heads of core academic units shall be responsible for research results and the effectiveness of research management at the units.
10. Research activities at the core academic units shall be carried out in research groups (scientific

thematic groups) – organisational structures without the rights of an administrative unit consisting of a group of University researchers and/or research support staff led by a scientist. The lead scientist of a research group (project, topic) shall be an employee of the University who has been authorised to lead the planned scientific research work and who, in accordance with the procedure established by the Rector of the University (hereinafter the ‘Rector’), may, during the period of the project's execution, dispose of the funds allocated for the project (research topic).

11. In order to accelerate research development, develop new scientific research and experimental (social, cultural, and technological) development works or coordinate ongoing research activities, the University may initiate structural changes or the creation of new core and branch academic units, as well as inter-faculty or inter-institutional units.
12. If necessary, upon proposal from core academic units, organisational structures without the rights of an administrative unit may be set up, bringing together researchers of different topics, science fields or areas from several core academic units, with the aim of pursuing common interdisciplinary objectives of research activities.
13. The Pro-Rector for Research, performing the functions assigned to them by the Rector, shall be responsible for the organisation and coordination of research activities at the University. The Pro-Rector for Research shall be assisted by the Department for Research and Innovation of the Central Administration of the University (hereinafter the ‘Department for Research and Innovation’), as well as by other units of the University.
14. The Department for Research and Innovation is a unit of the Central Administration of the University that helps organise and coordinate research activities, administer intellectual property, and develop and implement the research activities’ strategy. The Department for Research and Innovation is directly subordinate to the Pro-Rector for Research and administratively subordinate to the Chancellor of the University.
15. The Research Affairs Committee of the Senate (hereinafter the ‘Research Affairs Committee’) shall consider matters relating to research as specified in the Rules of Procedure of the Senate.
16. In order to improve the quality of doctoral studies, ensure that research carried out by doctoral students is based on modern scientific research methods, and develop interdisciplinary scientific research during doctoral studies, a school (schools) of doctoral studies may be established at the University and/or a core academic unit, and other forms of training doctoral students may be employed. The forms of organisation of a school of doctoral studies shall be laid down in regulations approved by the Senate.
17. Core academic units shall provide the conditions and, in accordance with the procedure laid down by the Rector, may allocate financial and material resources for students and their organisations to participate in research activities and carry out scientific research.

CHAPTER III

FORMATION OF THE DIRECTIONS AND TOPICS OF RESEARCH ACTIVITIES

18. The main directions of the research activities of the University shall be formed taking into account the national Lithuanian and international scientific priorities, the needs of society and the University community, as well as the research competency. The University, by promoting collaboration between core and branch units, supports the development of interdisciplinary research topics.
19. The main directions and programmes of the research activities of the University, which have been approved by the Research Affairs Committee of the Senate upon proposal from core academic units, shall be approved by the Senate.
20. The directions of the research activities of core academic units shall be linked to study programmes of all cycles, ensuring the unity of research and studies.
21. The topics of scientific research and experimental (social, cultural, and technological) development and the deadlines for their execution shall be established by core academic units upon proposal from branch academic units. These topics and the deadlines for their execution

shall be approved by the Councils of core academic units.

22. The heads of core academic units and the Pro-Rector for Research shall be responsible for the directions and topics of research activities developed at the University.

CHAPTER IV QUALITY ASSURANCE AND EVALUATION OF RESEARCH ACTIVITIES

23. The Senate shall establish the procedure for the admission of teaching and research staff to the University by open competition, the procedure for the organisation of recruiting competitions and certification, the qualification requirements, and the procedure for the evaluation of research activity and the improvement of qualification.
24. In accordance with the principle of the unity of research and studies, teaching staff members, except the lecturers, shall devote at least one-third of their working time to research activities.
25. Teaching and research staff shall have a duty to improve their research and professional qualifications. Members of the teaching staff shall be granted a sabbatical leave for research and professional development in accordance with the procedure established by the Senate. Heads of units must encourage employees to take personal initiative to improve their qualifications.
26. The exceptional productivity of the research, teaching, methodological and/or organisational work of a member of the teaching and research staff shall be the basis for differentiating their workload and/or adjusting their basic salary.
27. Doctoral students may be employed at the University on a full-time or part-time basis, allowing them to participate in scientific research and the study process. A pedagogical internship of up to 100 academic hours may be provided for doctoral students (except first and final year doctoral students) upon a decision of the Doctoral Studies Committee. A doctoral student shall have access to the facilities and infrastructure available at the University when conducting scientific research.
28. The Doctoral Studies Committee, together with doctoral students and their academic supervisors, shall be responsible for the quality of the scientific research and experimental (social, cultural, and technological) development works carried out, and for the level of research of the dissertations being defended.
29. The Senate shall assess the quality and level of the research and studies of the University, approve the internal quality assurance system, and monitor the implementation thereof.

CHAPTER V ACCOUNTING AND PROTECTION OF INTELLECTUAL PROPERTY OBJECTS CREATED AT THE UNIVERSITY

30. The intellectual property objects created at the University shall include the following: copyright and related rights (artistic, literary and scientific works, including computer software and databases); industrial property (inventions, trademarks, designs, know-how, commercial secrets); and other results of intellectual creativity activities that are specified by law and meet the requirements of law.
31. The staff and doctoral students of the University create intellectual property objects in the course of carrying out their duties and/or studies.
32. Intellectual property to intellectual property objects created at the University is protected by the laws of the Republic of Lithuania and the legal acts of the University.
33. The regulations on the management, use, and commercialisation of intellectual property objects shall be approved by the Senate. The procedures and typical forms of documents relating to the implementation of the regulations shall be approved by the Rector. The protection and management of intellectual property objects shall be under the control of the Rector and/or the Pro-Rector authorised by the Rector.
34. The Rector shall approve the typical terms and conditions for the conclusion and performance of

copyright agreements, as well as the typical forms for such agreements, and for the related applications, transfer-acceptance acts, and payment summaries. The Chancellor of the University shall supervise the conclusion of copyright agreements.

35. Intellectual property objects created by University staff and doctoral students, including monographs, studies, and other publications based on dissertations defended at the University, must be prepared in affiliation with the University. 'Affiliation' means the affiliation of an author to the University as stated in a research paper or declaration of research work. Intellectual property objects that are not in affiliation with the University shall not be attributed to the University, not accounted as research activities production of the University, and not credited for the persons who have created them during their certification for the position of teaching or research staff at the University, except for objects created when performing research activities when, according to the applicable legal acts, these are attributed to the University without such linking.
36. The affiliation of intellectual property objects created in the course of joint scientific research and experimental (social, cultural, and technological) development projects and/or commissioned works between the University and Lithuanian or foreign institutions shall be governed by an agreement concluded between the project partners.
37. Copyright and related rights objects published or otherwise made available to the public shall be registered in the University Library and accounted for in the Department for Research and Innovation.
38. At the beginning of a calendar year, the heads of units and/or supervisors of scientific research works shall submit a report in the prescribed form on the research activities carried out during the reporting year to the Department for Research and Innovation.

CHAPTER VI DISSEMINATION AND PROMOTION OF THE RESULTS OF RESEARCH ACTIVITIES

39. Teaching and research staff, and doctoral students shall publish the results of their research activities in national and international single-issue, periodical or continuous scientific publications, including electronic publications, insofar as is consistent with the legal acts regulating the protection of intellectual property and commercial secrets.
40. Teaching and research staff, and doctoral students shall present the main results of their research activities to the public at scientific conferences, symposiums, and other scientific events.
41. Teaching and research staff shall carry out educational dissemination of research achievements by publishing articles in the popular press (including electronic press), in the publications and on the website of the University, on social networks, by delivering public lectures, taking part in television and radio broadcasts, participating in open day events, and by involving members of the general public, where possible and if required, in the formulation of research topics, and in conducting scientific research.

CHAPTER VII FINANCING RESEARCH ACTIVITIES

42. The sources of financing for scientific research and experimental (social, cultural, and technological) development carried out at the University shall be the following: appropriations from the State budget; funds from the Research Council of Lithuania and other funds for intended use from the State budget; funds from national and international research programmes, projects and funds; funds from commissions from Lithuanian and foreign entities; funds from sponsors; and other legally acquired funds.
43. A part of the University's budget funds shall be allocated to the Research Promotion Fund of the University (hereafter the 'Research Promotion Fund'), the purpose of which is to promote

research and experimental (social, cultural, and technological) development by providing, on a competitive basis, supplementary funding to the best researchers of the University and their groups, as well as for the mobility of researchers, and by awarding the authors of the best publications, projects, and applied works. The funds of the Research Promotion Fund for the current year shall be allocated by a decision of the Research Affairs Committee in accordance with the Regulations of the Research Promotion Fund of the University approved by the Senate.

44. The part of the appropriations from the State budget allocated by the Council of the University (hereinafter the 'Council') for research and experimental (social, cultural, and technological) development shall be distributed between the units of the University in accordance with the results and quality of their research activities, in accordance with the procedure laid down by the Senate, upon proposal from the Research Affairs Committee.
45. The procedure and amount of deductions to the budget of the University from the income of the units received from the performance of national and international research programme projects, contracts, and commissioned works shall be determined by the Council when approving the revenue and expenditure estimate of the University for the current year.

CHAPTER VIII FINAL PROVISIONS

46. The Regulations approved by the Senate shall enter into force upon their publication in the Information Bulletin of the University.
47. The Regulations shall be amended, supplemented or repealed by a resolution of the Senate.