



# Scientific Research Development Strategy 2021-2024

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“Approved”

Rector of the Georgian Aviation University

D.T.Sc., Professor

\_\_\_\_\_ S. Tepnadze

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Statement \_\_\_\_\_

Georgian Aviation University



# Scientific Research Development Strategy 2021- 2024

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### i. Revisions

Implementation of any Revision can only be performed through participation of the Head of Quality Manager and Governing Board. No revision will have legal power, unless it is reviewed and approved.

Created by:	Approved by:
Head of Quality Manager	Rector
Date:	Date:

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## 2. Documentation Control

Control of documentation is provided by the rules and procedures written in the Quality Manual of Georgian Aviation University. The aim of rules and procedures is to create system to identify and use all documents easily by employees within the organization. All documentation must be created, and storage by the format and terms indicated in Quality Manual. These procedures will establish effective system to create, renew and share documentations easily.

### Document Distribution List

Organization	Format	Copy N:
Quality Service	Hard Copy	Master Copy
Quality Service	Electronic Version	Electronic Version
University Web Page	Electronic Version	Electronic Version

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### 3. General provisions

#### Article 1. Strategy Goals and Objectives

1. Implementation of the University education cannot be imagined without the development of research activities within the University. University's academic workforce development and the competitive growth of its students and graduates are impossible without improvement of the quality of the University, its academic staff, and relevance, transparency, objectivity and usability of scientific research of its educational programmes within the University.
2. The purpose of this strategy is to define the organization and support of scientific research activities at the University, the circle of people involved in research and those responsible for research support and development, mechanisms for supporting University research activities, structural units implementing research and general research implementation policies.
3. The effectiveness of research activities and involvement in scientific research is one of the important indicators for assessing the quality of the activities of the University academic staff.

#### Article 2. University Research Activities Support Mechanisms

The University scientific research support system includes the introduction of research-supporting organizational structures, research assessment indicators, the University grant system, the anti-plagiarism mechanism, and information provision.

#### Article 3. Governing Board Powers in the Research Development

The decision to fund research activities is made by the University Governing Board, taking into account the external independent evaluation of the research author's application.

#### Article 4. Organizational Support Structures for Research Activities

1. A Scientific Research Center has been established in accordance with the common goals and plans of the University in order to promote and develop scientific researches.
2. The Scientific Research Center will provide support for the development of academic and scientific research at the University, coordination of the planning and assessment processes of the scientific & research component within the University educational programmes, organizational support for the implementation of scientific activities by the academic staff, monitoring the observance of academic honesty within the research.
3. The powers of the Scientific Research Center to achieve its tasks are as follows:
  - 3.1. Developing the University research activities plan;
  - 3.2. Organizing the University research activities (conferences, seminars, workshops, etc.);
  - 3.3. Participating in the process of reviewing research papers and appropriate staffing during the review process;
  - 3.4. Analyzing the reports of academic and research staff and University research centers;
  - 3.5. Administering the University research grants;
  - 3.6. Preparing a report on the research work of the academic staff and working out recommendations for the development of academic research at the University;



- 3.7. Ensuring the observance of academic honesty within the University and participating in the introduction of anti-plagiarism measures;
- 3.8. Developing and administering the research activities for internationalization in the process of international cooperation together with the International Relations Office;
- 3.9. Ensuring the coordination of joint grant, scholarship and research projects on behalf of the University together with the International Relations Office;
- 3.10. Taking care of inviting foreign researchers to the University.
4. In order to carry out scientific research an independent research unit (Institute, Department, Center, etc.) can be established within the University, its separate educational unit or educational programme field.
5. The independent research unit is guided by its own regulations and, in coordination with the Governing Board, independently carries out researches in the respective field in accordance with the budget found by it, allocated by the University, or awarded within the University grant, and according to the research plan approved by the University Governing Board.

#### **Article 5. Intra University Scientific Research Funding System**

1. For the development and encouragement of the University research activities, during the financial planning the University establishes a budget for the funding of research projects and lays down rules, procedures and authorities for research funding, co-financing and refusal of funding.
2. The research activities funding sources at the University are:
  - 2.1. Planned funding allocated to the University budget research unit;
  - 2.2. Funding got under the University grant;
  - 2.3. Funding got from external sources;
  - 2.4. This funding can be used for both full and co-funding of the research project.
  - 2.5. The amount of budget set for researches should be maintained or increased for each subsequent year.

#### **Article 6. University Research Informational Support**

1. In order to increase the University's involvement in international and local research projects, the University seeks to increase the level of awareness of academic staff and researchers on research projects and opportunities for participation in them, as well as to inform the academic community about the University's scientific and research achievements.
2. The Scientific Research Center will provide information to the University staff and students about local and international scientific grants, advise the parties concerned and help them to get the grant desired.
3. A condition for the University participation in the administration and coordination of the scientific & research grant is the involvement of the academic staff in the project on behalf of the University.
4. In order to increase the awareness of the academic staff and their involvement in international research projects, the University conducts annual trainings on the following topics:
  - 4.1. Writing a scientific research project
  - 4.2. Scientific grant management
  - 4.3. Scientific academic skills

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- In order to raise the public awareness about the research activities of the University academic staff, the University takes care of raising the rating and credibility of its publications, and of their indexing in the database of world scientific publications.

### **Article 7. University Scientific Journal**

- The University publishes a scientific journal - Air Transport.
- The University Scientific Journal is published once in 6 months.
- Scientific articles in a specific field can be published in an extraordinary, special edition of the University.
- The journal is divided into main directions corresponding to the main directions of the University's educational activities.
- The scientific journal is administered by the journal's editorial board and the scientific research center jointly developing and submitting the journal's editorial policy to the Governing Board for approval.
- The editorial board invites specialists for each direction. Representatives of other universities and/or foreign specialists may be invited to the Editorial Board.
- Scientific papers in each direction will be subject to mandatory peer review.
- The review will be carried out by the desk review, blind review or crowd review of the article, for which the University will develop appropriate software and information support.
- Posting an article in the University Scientific Journal is free of charge and all costs related to the publication of the research paper are funded by the University.
- The copyright for the published paper remains with its authors/co-authors.
- The University reserves the right to distribute a collection of the respective scientific articles free of charge without the agreement of the author in the form chosen by the University, to use it for scientific research and development of library funds.

### **Article 8. Academic Honesty and Fight against Plagiarism**

- The University reserves the right to be a guarantor of academic honesty in the educational and research process conducted within the University or on its behalf, and to identify and respond appropriately to violations of academic honesty, pursue anti-plagiarism policies, introduce mechanisms for breaches of academic honesty and disciplinary response to these breaches, and to take particularly severe measures in the event of plagiarism and its recurrence.
- Plagiarism is the intentional misappropriation of another's paper, in whole or in part, using it as one's own or attempting to do so, namely:
  - Appropriation of the another's intellectual paper;
  - Presentation of the another's paper or part of it in one's own name;
  - Use of the another's paper without following the citation rule required;
  - In the presented text a literal citation of someone else's paper, changing the wording or sentence structure, without changing the content, drawing conclusions from the another's paper without citing the source.
- The University reserves the right to use plagiarism detection software and other necessary information resources in the scientific activities organized/coordinated by it.

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4. The anti-plagiarism system is integrated into all levels of academic activity. All scientific papers, any references created/translated on a University basis will be checked for plagiarism.

### **Article 9. Raising the Involvement of Academic Staff in Research**

1. Prior to all subsequent academic competitions, while prolonging the contract for their academic staff or lecturers the University considers their research potential and involvement in scientific research.
2. The University Human Resources Management Service, together with the Research Development Service, evaluates the research work of the University staff according to their involvement in the research and the involvement of the research component in the teaching process. Both academic staff and students will participate in the research.
3. The insights of the research form the basis of the action plans for the development of scientific research at the University.

### **Article 10. Academic Staff Attestation**

1. The work of the University academic staff is generally assessed once in 5 years (attestation of professors).
2. One of the criteria for attestation is the obligation of the academic staff to perform any of the following three points, or the sum of its scientific activities to have a significant positive impact on the scientific activity of the University:
  - 2.1. Publish 2 articles in 5 years, at least one of them in a peer-reviewed journal;
  - 2.2. Participation in 3 international scientific conferences in 5 years;
  - 2.3. 2 international or local science grants in 5 years.
3. Additional criteria for assessing the effectiveness of research work may be set for affiliated academic staff in a particular field.

### **Article 11. Research Quality Assessment Indicators**

1. The University indicators for assessing the scientific research of academic and scientific staff are:
  - 1.1. Scientific publications in university publications;
  - 1.2. Scientific publications in other publications in Georgia and abroad;
  - 1.3. Scientific publications in publications with impact factor;
  - 1.4. University grants;
  - 1.5. Research grants;
  - 1.6. Participation in scientific conferences;
  - 1.7. Textbooks and monographs published;
  - 1.8. Number of citations;
  - 1.9. Hirsch Index - the ratio between the number of papers cited and the total number of papers.