

APPROVED by  
Decision No. SEN-005  
of 31 March 2020  
of Vytautas Magnus  
University Senate

**REGULATIONS OF THE ORGANISATION OF RESEARCH AND  
EXPERIMENTAL DEVELOPMENT OF VYTAUTAS MAGNUS  
UNIVERSITY**

1. The Regulations of Vytautas Magnus University (hereinafter referred to as “the University”) on the Organisation of Scientific Research and Experimental Development aim at the following:
  - 1.1. Conducting fundamental, applied research at a high level;
  - 1.2. Production of high-level scientific output;
  - 1.3. Developing and updating research-based curricula;
  - 1.4. Integration of interdisciplinary research;
  - 1.5. Submitting research and experimental development (hereinafter referred to as “R&D”) project proposals, carrying out R&D projects, developing new patentable products and technologies, setting up start-ups and providing business services;
  - 1.6. Involving full-time and part-time Bachelor, Master and Doctoral students in R&D activities;
  - 1.7. Establishing and maintaining regular contact with businesses and public organisations.
2. Research and experimental development at the University shall be organised and carried out in clusters and institutes (hereinafter referred to as “R&D units”) in accordance with the priority research fields approved by the Senate and/or the EU priorities for smart specialisation.
3. R&D units organise and carry out their research according to the regulations of institutes and clusters.
4. There is no limit to the number of members of the R&D unit.
5. A university scientist or researcher participating in an R&D activity shall choose one type of R&D unit (institute or cluster) to carry out his/her activities and to account for the generated scientific output. A scientist or researcher may participate in no more than two R&D units of the same type simultaneously.
6. A scientist or researcher from two R&D units shall decide what proportion of his/her scientific output and other scientific activities he/she will allocate to each of the R&D units and shall inform the Scientific and Artistic Division of this decision (the proportion allocated may be unequal). In the absence of such information, the scientific output and the scientific effort shall be assumed to be shared equally between the two R&D units.
7. The R&D unit is open to scientists and researchers from other institutions working on the same topic and jointly producing scientific outputs with the University’s scientists and researchers or participating in joint activities of R&D projects.
8. Each year, members of R&D units register their scientific/artistic publications in the University’s database of scientific publications and fill in reports on other scientific/artistic activities in order to assess the extent of their scientific achievements and the incentives for them.
9. The performance of R&D units shall be evaluated based on the annual performance of the R&D unit, taking into account the following criteria:
  - 9.1. The results of scientific production (according to the University’s methodology for evaluating scientific production);

- 9.2. The results of other scholarly activities: organisation of scientific conferences, seminars, exhibitions, etc., project activities, and evaluations of other achievements (prizes, competition winners, etc.) in accordance with the University's methodology for calculating other scholarly activities;
  - 9.3. Funds offset by the annual evaluation of the Research Council of Lithuania for R&D contracts with legal entities and international R&D and arts programmes;
  - 9.4. The points obtained in the comparative expert evaluation of research and experimental development;
  - 9.5. The R&D unit's contribution to the involvement of students in the R&D unit's project activities;
  - 9.6. The time equivalent of the researchers involved in the R&D unit (FTE)<sup>1</sup>.
10. After the Science and Innovation Department's Science and Arts Division has summarised the annual reports submitted by the R&D units, the University's Science Fund allocates funds by scientific field to promote scientific activities.
  11. The accounting of R&D units' funds is carried out by the Finance Department and the monitoring of R&D units' performance is carried out by the Science and Arts Division of the Department of Science and Innovation.
  12. The allocation of funds to R&D units shall be based on the criteria listed on page 9 by calculating a cumulative performance index  $S$  according to the formula<sup>\*\*</sup>:

$$S_{R\&D} = \text{stud.}(\%)*0,1 + MV(\%)*0,1 + PV(\%)*0,1 + \text{disert.}(\%)*0,1 + MP(\%)*0,45 + MTEP(\%)*0,15$$

where:

*stud.* – Number of Bachelor, Master and PhD students recruited by the R&D unit (average of the last 5 years);

*MV* – an average of the last 5 years' other scientific/artistic activity points;

*PV* – the number of points obtained in the comparative expert evaluation of research and experimental development;

*disert.* – number of PhD theses defended in the R&D unit (average of the last 5 years);

*MP* – the average of the last 5 years' scientific output points;

*R&D* – funds credited by the Research Council of Lithuania annual evaluation for R&D contracts with legal entities and international R&D and arts programmes (average of the last 5 years)

<sup>\*\*</sup> *During the transition period:*

- 1 year:  $S_{R\&D} = \text{stud.}(\%)*0.02 + MV(\%)*0.1 + PV(\%)*0.1 + \text{disert.}(\%)*0.1 + MP(\%)*0.65 + MTEP(\%)*0.03$
- 2 year:  $S_{R\&D} = \text{stud.}(\%)*0.04 + MV(\%)*0.1 + PV(\%)*0.1 + \text{disert.}(\%)*0.1 + MP(\%)*0.6 + MTEP(\%)*0.06$
- 3 year:  $S_{R\&D} = \text{stud.}(\%)*0.06 + MV(\%)*0.1 + PV(\%)*0.1 + \text{disert.}(\%)*0.1 + MP(\%)*0.55 + MTEP(\%)*0.09$
- 4 year:  $S_{R\&D} = \text{stud.}(\%)*0.08 + MV(\%)*0.1 + PV(\%)*0.1 + \text{disert.}(\%)*0.1 + MP(\%)*0.5 + MTEP(\%)*0.12$

13. The efficiency ( $E$ ) of R&D units in scientific fields, on the basis of which R&D units are ranked in those scientific fields, is determined by dividing the aggregate index  $S$  by the full-time equivalent FTE of the scientists working in that R&D unit:

$$E_{R\&D} = S_{R\&D} / FTE_{R\&D}$$

<sup>1</sup> The full-time equivalent of a researcher's working day (FTE) is the number of hours worked by researchers in the R&D unit in a year divided by the number of working hours for the 12 months of that year, as determined by the Minister of Social Security and Labour.

14. The University shall administer and seek to financially promote at least 80% of the most efficient R&D units in the scientific fields, taking into account their aggregate and performance indicators.
15. The procedures for using the funds allocated for financing the activities of the R&D units are laid down in the relevant regulations of the R&D units.