

EU/RE/POL/1E

EGERTON



UNIVERSITY

Egerton University Publications Policy

Transforming Lives through Quality Education

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Egerton University Publications Policy

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Preamble

Egerton University's mandate as stipulated in the Universities Act No.42 of 2012 includes advancement of knowledge; promotion of learning; quality teaching and research. The University has positioned itself to be a world Class University guided by its vision, mission and core values, and is committed to ensuring that research outputs and new knowledge generated are widely disseminated and accessible so that the potential for economic, social and cultural impact can be maximized. Emphasis is on demand-driven, policy guided and market-oriented research that culminates in generation of knowledge and development of new products, technologies, innovations and improved services. This is in compliance with the University Strategic Plan 2018-2023.

Strategic Objective No.6 under Strategic Goal No.2 of the Plan obligates the University to increase research, consultancy and community outreach, and to generate and disseminate knowledge through publications and other relevant fora. There is need for regulation of the publications in terms of protecting the integrity/credibility of the University and recognition of the University's role.

This policy provides the frame work to guide all publications by Egerton University staff and students to ensure effective knowledge preservation and dissemination. This policy should be read together with the Egerton University Statutes, Strategic Plan and other relevant policies.

This Policy is guided by the Vision, Mission, Philosophy and the Core Values of Egerton University stated as below:

Vision

A world class University for the advancement of humanity.

Mission

To generate knowledge and offer exemplary education and training to society for national and global development.

Philosophy

Egerton University innovatively influences human development through generation, acquisition, preservation and dissemination of knowledge and skills in Agriculture and related disciplines, guided by the core values.

Core Values

The university's activities and decisions will be guided
By the following core values: National unity and social fairness.

Integrity, transparency and accountability Professionalism
Internationalism

Passion for excellence and devotion to duty Teamwork
Passion for environmental conservation Innovativeness and
creativity

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ARTICLE 1: Policy Statement

This Publication Policy seeks to improve and enhance people's quality of life, through technology and innovation transfer and information sharing between Egerton University professionals and the general public.

ARTICLE 2: Definition of Terms

In this Policy, unless the context otherwise requires, the following terms shall have the meanings defined here in.

Advisory Board: A committee of the University Council which advises on all matters related to University publications.

Author: A person who has generated a manuscript, or any other person collaborating with such an individual.

Editorial Board: A panel of editors in charge of a particular type of publication that formulates the publication's guidelines and facilitates publication.

Egerton University Publications: Books, journals, bulletins, reports, software and other publications produced by Egerton University in any language and in any medium—including web, print, video, digital and audio.

Peer review: Evaluation of scientific, academic, or professional work by others working in the same or related field as the author of the work.

Publications: Booklets, books, bulletins, case reports, conference proceedings, creative works and designs, demonstrations, digital and audio recordings, dissertations, exhibits or performances, extension materials, information releases, Journals, manuals, monographs, pamphlets, policy briefs, print media, scientific reports, software, textbooks, theses, video, working papers, and other scholarly or popular writings regardless of medium.

ARTICLE 3: Guiding Principles of the Publications Policy

3.1 Egerton University recognizes the necessity to publish research findings and to disseminate information about new products,

technologies and inventions developed by the University staff and students, individually or jointly with others within or without the University.

- 3.2 Scientific publications shall be subjected to peer review process.
- 3.3 The University shall own all Egerton University publications which shall bear the words “Published by Egerton University”.

ARTICLE 4: Objectives of the Publications Policy

The objectives of this policy are:

- 4.1 To facilitate researchers and authors to publish original and high-quality work.
- 4.2 To ensure timely production of publications.
- 4.3 To define obligations of all stake holders involved in the Egerton University publications.
- 4.4 To protect the interests and rights of the University, researchers and authors with respect to publications.
- 4.5 To ensure appropriate sharing of benefits accruing from the publications.

ARTICLE 5: Scope of the Publications Policy

This policy applies to all publications by Egerton University staff, students and their collaborators. The publications include journals, books, manuals, bulletins, case reports, theses, dissertations, extension materials, policy briefs and working papers.

ARTICLE 6: Management of the Publications

The Deputy Vice-Chancellor (Research and Extension) shall be responsible for the overall execution of this policy. There shall be a University Publications Committee whose Terms of Reference are to:

- 6.1 Advise on University publications and any other relevant University documents.
- 6.2 Ensure quality and marketing of the publications.

- 6.3 Facilitate capacity building of staff in publications.
- 6.4 Oversee the activities of the Editorial Boards.
- 6.5 Resolve conflicts related to publications.

ARTICLE 7: Authorship

- 7.1 All the authors shall agree on authorship and order of names in the publication.
- 7.2 The order of authors' names shall reflect the extent of their contribution to the publication.
- 7.3 All staff and students shall acknowledge in all publications the support from Egerton University where applicable.
- 7.4 All staff and students shall declare affiliations to Egerton University using the University email address and the department.

ARTICLE 8: Ethics and Integrity of Publishing

- 8.1 All manuscripts submitted for publication shall conform acceptable ethical standards. The Publications Committee and Journal's Editorial Boards shall ascertain originality of the manuscripts submitted. Where the manuscript is based on research involving human and animal subjects, the Committee shall verify that ethical approval was obtained.
- 8.2 The University Publications Committee shall guard against dual publication, fabrication, falsification of research results or plagiarism. Where necessary, the Committee shall initiate investigation and make a decision on the fate of the manuscript and the author(s).
- 8.3 Reviewers of manuscripts shall maintain confidentiality and observe the Intellectual Property Rights.
- 8.4 Authors shall acknowledge sources of funding for the research, collaborators and various forms of institutional and other support
- 8.5 Students shall publish and own the texts of their theses and dissertations, and publications derived from such works, subject to a royalty-free license to the University to retain a copy, reproduce and publish the work for its own use.

8.6 Students publishing papers from their theses and dissertations shall have their supervisors as co-authors and shall declare their affiliation to Egerton University in such publications.

ARTICLE 9: Funding of Publications and Benefit Sharing

9.1 The University may fund production and distribution of its publications.

9.2 Where the University has funded the publication the benefits from the publications shall be shared as follows:

The University	60%
Author(s)	40%

9.3 External authors shall pay a publication fee prescribed by The Publications Committee.

9.4 The University may pay publication fee of peer reviewed manuscripts:

9.4.1 If the first author or corresponding author is affiliated to Egerton University.

9.4.2 Where 9.4.1 does not apply, Egerton University may pay a proportionate cost.

ARTICLE 10: Governing Law

This Policy shall be operationalized in accordance with relevant nation allows, the Universities Act 2012, Egerton University Charter, Statutes and any other Policies.

ARTICLE 11: Dispute Resolution

11.1 Any a rising disputes concerning publications shall be referred to the University Publication Committee for resolution.

11.2 In the even to any party being dissatisfied with the decision, a right of appeal is provided for to the University Management Board (UMB) and to the University Council for resolution

11.3 Disputes not resolved by the University Council shall be subject to arbitration rules of the Laws of Kenya on Intellectual Property Rights.

ARTICLE 12: Citation of the Policy

This Policy shall be cited as the Egerton University Publications Policy, No. EU/RE/POL/1E, April, 2021.

ARTICLE 13: Policy Review

This Policy shall be reviewed every five (5) years or earlier when necessary.

ARTICLE 14: Policy Implementation and Approval

- 14.1 The Deputy Vice-Chancellor (Research and Extension) shall be responsible to the Vice-Chancellor for the implementation of this policy.
- 14.2 This policy is approved for implementation under the authority of

Vice-Chancellor

Date

Chair, University Council

Date

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