



Leading University

Centre for Research, Innovative Studies and Planning (CRISP)

Ragibnagar, South Surma, Sylhet-3112, Bangladesh



- 1. Introduction and Background:** LU established Centre for Research Innovative Studies and Planning (CRISP) for advancement of the knowledge and enhancement of institutional capacity within the dimensions of basic, applied and commercial research. CRISP will foster the research initiatives of faculty members to support the achievement of sustainable development goals and innovations in the local, regional, national and international avenues. **Two components of the CRISP are: Institutional Quality Assurance Cell (IQAC) and Research and Publications Cell (RPC).** IQAC will actively contribute to quality enhancement of the university by means of teaching, learning, organizing trainings, and other quality academic programs by keeping consistent with a global standard of higher education in the multidisciplinary area. RPC will facilitate conducting all kinds of quality research and publication of research findings through journals, research monographs, books, and other means, with the goal to disseminate the research findings to uphold socio-economic development. Through RPC, LU expedites industry-academia collaboration in different dimensions locally and globally to attain developmental goals and explore opportunities for excellence of multidisciplinary research.
- 2. Name of the Center**

The name of the center is “**Center for Research, Innovative Studies and Planning, Leading University**” and hereafter referred to as **CRISP, LU**.
- 3. Approval and Legal Entity**

Upon the approval by the constitutional bodies, the constitution of CRISP, LU shall acquire its legal status, and administrative and financial independence to be operated by the rules, regulations and policies framed under this constitution in consultation with Vice Chancellor of LU.
- 4. Vision:**
 - 1.1. To serve as a research, training, quality assurance and consultancy hub for generating and disseminating knowledge through conducting basic, applied and industrial research and exploring a research agenda that corresponds to emerging trends.
 - 1.2. Arranging training for continuous professional development and lifelong learning for faculty.
 - 1.3. Enhancement of the quality assurance program through continuous improvement of educational standards, global nexus and academia-industry collaboration.



Mission:

To enhance research capability, innovative studies and quality assurance have been implemented at Leading University with the intention to:

- 4.1 Explore opportunities to conduct basic, applied and industrial research in multidisciplinary areas to discover new knowledge and disseminate research findings through field application, publication of journals, research monographs, books and other digital means in the universal context for the betterment of the society and sustainable development on a global context.
- 4.2 Facilitate continuous enhancement of research capabilities and faculty development programs through life-long learning by means of organizing seminars, workshop, symposium, conferences, in house, off the job, and international training.
- 4.3 Organize university-industry collaboration and promote inter-institutional and international cooperation to exploit opportunities to exchange and share resources including human, information technology, and other kinds of resources. LU will act as a focal point to sign all MOUs.

5. Aims and Objectives

The main objective of CRISP, LU is to uphold the faculty member's research ability and competence through conducting need-based multidisciplinary research and by disseminating research results and enhancement of the educational quality through diversified quality assurance programs in conformance **with the with the** vision, mission and purpose of CRISP and LU. More elaborately, the objectives of CRISP, LU are mentioned below:

- 5.1 To explore avenues for development of faculty members and researchers' of LU in research, facilitation of innovation, improvement of service strategies, and professional development.
- 5.2 To arrange training programs for faculty members, researchers, and other stakeholders to enhance research and the teaching and service capability of the institution which will be funded by institutional and external grants.
- 5.3 To conduct different research projects under the internal research grants of CRISP and research funds obtained from various corporate enterprises, national and international funding, and developmental organizations.
- 5.4 To publish journals, research monographs, research books, newsletters of LU, and research materials under the auspice of CRISP and its collaborative organizations under the purview of agreements and contracts.
- 5.5 To organize seminars, workshops, symposium, conferences and other kinds of digital promotional strategies to disseminate new frontiers of knowledge and findings which are

generated from CRISP contemporary research projects and enhance the quality of the faculty members in teaching.

- 5.6 To develop networking or collaborative relationships with different institutions at home and abroad for increasing the synergy of the research, resource sharing, faculty development and other relevant purposes.
- 5.7 To provide support to the faculty members in conducting research funded by corporate organizations and other governmental, non-government and international organizations and giving fee-based consultancy to recipient organizations.
- 5.8 To assist academic departments in conducting short courses and professional training through **“Cell for Additional Academic Services (CAAS)”** and the **approved Policies of Short Course and Professional Training** of Leading University.

6. Functions

The overall functions of the CRISP are mentioned below:

- 6.1 To identify and examine research needs in the academic disciplines of LU within the purview of the research scope of CRISP.
- 6.2 To identify and apply funding strategies for conducting research in different areas and to give awards for outstanding contributions in research.
- 6.3 To carry out basic and applied research in fields related to the objectives of the CRISP, LU, both independently and in collaboration with other institutions inside and outside the country.
- 6.4 To establish active and constructive collaboration between CRISP, LU, and other research institutions and professional or scientific societies, both inside and outside the country through exchanging researchers and carrying out joint research studies and projects.
- 6.5 To organize seminars, workshop, and conferences in online, offline or hybrid modes to disseminate research results to clients of greater society.
- 6.6 To form cooperative relationships with universities, higher academic institutions, and research institutions locally and abroad.
- 6.7 To take initiatives for all kinds of hardware and software resource supports such as computer, laboratory, and software services necessary to advance research and development-related ventures.
- 6.8 To establish a climate conducive to the collaboration and partnership of researchers and academics of different disciplines of LU and other higher academic and research institutions of Bangladesh.
- 6.9 To take initiatives for publishing research findings in diversified fields of interests and within the operational purview of CRISP, LU through the publication of journals, research monographs, conference proceedings, books, reviews and newsletters etc. both online and offline and by assigning ISSN, EISSN and ISBN standard numbers wherever applicable.



- 6.10 To obtain affiliation and research grants or funds through collaboration with relevant government and international affiliating agencies and institutions.
- 6.11 To coordinate with all academic departments of LU to expand research activities and extend research projects to diverse amounts of academic disciplines in order to advance knowledge and enhance research capability.
- 6.12 To organize assessments in different forms, providing training to the faculty and staff of LU and other private and public universities of Bangladesh to enhance the quality of higher education and uphold high standards of service.
- 6.13 To prepare a strategic and perspective plan for LU, assist all academic departments in preparing their operational plans and annual report for LU, and provide feedback to such plans for reporting purposes and to obtain a sustainable competitive advantage for LU.

7. Research and Publications Cell (RPC)

- 7.1 **Vision:** To conduct and publish high quality research for the purpose of dissemination of knowledge in society as well as socioeconomic and industry development on a local and global scale.
- 7.2 **Mission:** To promote research and developmental activities amongst the faculty members, officers and students of the University.
- 7.3 **Objectives:** Based on the needs of industry and community, the RPC aims to disseminate research findings to society for the innovation of knowledge. The RPC also expedites industry-academia collaboration in different dimensions locally and globally to attain developmental goals and to explore opportunities for excellence in multidisciplinary research.
- 7.4 **Scope of Operations:** To conduct research and publications in journals, research monographs, books, and other digital means as well as organize collaborative relationships between the university and industries.
- 7.5 **Functions:** To provide opportunities for faculty and students to perform research and publication in multidisciplinary areas to achieve advancement of knowledge and enhancement of research capabilities.

8. Institutional Quality Assurance Cell (IQAC)

- 8.1 **Vision:** To provide enhancement of the quality of the university to align with global standards of higher education in the multidisciplinary area of higher education.



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8.2 **Mission:** To ensure high quality education and dissemination of knowledge in multidisciplinary areas in the regional, national and global perspective.

8.3 **Objectives:** To ensure high quality education through offering vigorous educational courses and training workshops for faculty and students, regular assessments of performance, networking relationships for institutions at home and abroad, resource sharing, and faculty development.

8.4 **Scope of Operations:** To serve as a research, training, quality assurance and consultancy hub for faculty, and stakeholders of research through conducting basic, applied and industrial research.

8.5 **Functions:** Provides teaching, learning, organizational trainings, and other quality graduate activities to the university.

9. Governance and Execution of CRISP

The CRISP will be governed and executed through RPC and IQAC and an executive committee consisting of five members including Advisor, Director IQAC, Additional Director IQAC, Director, RPC, and Assistant Director RPC. ***The Vice Chancellor of the LU can create some contingency position as and when required for the enhancement of quality assurance, research and publications activities, and scope and diversity of the university as mentioned in the overall constitution of CRISP.***

- The overall activities of CRISP will be headed and executed by Advisor CRISP.
- Director IQAC will oversee the activities related to the quality assurance of higher education at LU through training conduction, development of faculty members, and improvement of assessment and evaluation programs by offering continuous research development skills locally and abroad.
- Additional Director IQAC will provide assistance and support to the overall activities of IQAC under the purview of the overall operations of CRISP.
- The Director RPC will oversee all the activities related with research and publications.
- One Assistant Director will facilitate the execution of research and publication activities by providing direct assistance to the activities of CRISP, particularly in the different dimensions of research performance.



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- An Office Assistant will serve in the secretarial roles and provide all kinds of secretarial supports to perform all the activities of RPC and IQAC effectively and efficiently.
- ***The governance and execution all activities of CRISP will be governed, executed, and performed in consultation with the Vice Chancellor of Leading University***

9.1 Appointment of the Advisor: The Vice Chancellor will appoint an Advisor of CRISP, LU for a period of three years amongst the professors through consultation of their teaching, research publications, development-oriented acumen, response, abilities, and experiences. These considerations will be reported to the Syndicate and Board of Trustees for approval. Competence as well as motivation to coordinate the research and developmental activities will be considered positively. The advisor will be responsible for coordinating all research, training, quality assurance, planning and developmental functions along with determination and implementation of funding strategies under the operational purview and scope of the CRISP, LU constitution. The Advisor appointed holds the office till the next Advisor is appointed.

Roles and Responsibilities of the Advisor

- Planning activities, managing the affairs of **CRISP, LU: IQAC and RPC**, and supervising all activities to ensure their execution in accordance with the framework of the constitution and relevant rules and regulations in the best possible manner.
- Ascertaining the organizational and developmental systems of CRISP, LU, recommending it to the Vice Chancellor, and reporting it to other constitutional bodies through the Vice Chancellor for approval.
- Forming different committees for smooth conduct of operational activities such as evaluation of research proposals, publication of journal and newsletters, organizing training, workshop and conferences, conducting assessments, reviews, and evaluation, and conducting surveys based on contingency requirements in consultation with the Vice Chancellor.
- Signing MOUs, contracts and agreements, financial and administrative documents, as well as other correspondents of CRISP, LU that are within the framework of relevant rules and regulations.
- Advisor will propose the annual budget of CRISP, LU for approval by the Syndicate and Board of Trustees.
- Drafting the organizational bylaws of CRISP and modifying, reforming, and recommending them as and when required under the direction of the Vice Chancellor. They will then be submitted to those for approval and subsequent execution.



- Formulating bylaws related to scientific trips, research meetings, seminars, workshops, conferences, internal research grants. The acquisition of research grants from internal and external sources will be consulted with the executive committee of CRISP including Directors (IQAC and RPC), Additional Director IQAC, and Assistant Director RPC.
- Presenting the annual report of the activities of CRISP, LU to constitutional bodies and external stakeholders as and when necessary.
- Carrying out the resolutions of the Syndicate and Board of Trustees that have been guided by the relevant rules, regulations and framework necessary to administer and govern decisions related with the operational purview and scope of CRISP, LU.
- Holding meetings of the CRISP, LU as and when essential for exploring opportunities, preparing different reports, expediting, and executing all relevant decisions.

9.2 Appointment of the Directors of IQAC and RPC: The Vice Chancellor will appoint the incumbents for the Directors of IQAC and RPC for a period of three years for rendering roles and responsibilities mentioned in the respective clause 9. The Director(s) appointed holds the office till the next Director(s) will be appointed. However, both the Directors in the organogram of the CRISP will perform all their operational activities under the direction of framed policies and structures along with proportional discretions guided and steered by the consultation of the Vice Chancellor Channeling through the Advisor of CRISP.

9.3 Additional Director IQAC, Assistant Director RPC and other Contingency Positions: The Vice Chancellor will appoint the incumbents for Additional Director of IQAC and Assistant Director RPC for rendering roles and responsibilities mentioned in clause 9, and of which positions will not be below that of the Associate Professor. Other contingency positions may be created and appointed by the Vice Chancellor if needed for the expansion of research capabilities and enhancement of research quality as required by the MOU of different corporate and higher academic institutions at home and abroad. Here, the appointment period may vary depending on the nature of the appointment, requirement of the center, and other relevant contingencies.

10. Funds Raising Strategies, Policies and Fund Management of CRISP, LU

For raising funds for research and developmental activities for CRISP, LU various sources may be used. The notable sources are mentioned below:

10.1 Funds for internal research grants of the university which are included in the annual research budget of LU



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10.2 Funds may be collected from local, national and international NGOs, and some other global organizations such as World Bank, DFID, IDB, ADB, ILO, and UNIDO which are relevant to and comply with funding policies.

10.3 Corporate Enterprises in the private sector and institutions representing a particular business community such as FBCCI, DCCI, and SCCI.

10.4 Relevant government apex institutions like the Ministry of Education, University Grants Commission of Bangladesh, Ministry of Planning, Ministry of Science and Technology, Ministry of Information Technology, and other relevant ministry and government bodies.

10.5 Collecting funds from individuals who are interested in research and development activities and focused development of academic institutions.

10.6 CRISP, LU shall follow all the rules and regulations stipulated by the university and relevant government institutions related to the collection, maintenance and expending of funds under its operational scope.

Execution of the Funds of CRISP, LU:

10.7 Funds generated from different sources should be deposited and maintained through an account of a scheduled commercial bank. All donations in favor of CRISP, LU should be recorded and maintained properly.

10.8 All expenditure and allocation of funds should be recorded and accounts should be maintained properly throughout the year.

10.9 At any cost, if any complexity arises to the above clauses related to funding, any executive decisions of the Vice Chancellor will be considered final.