



## Introduction

Owing to the fact that scientific research is beneficial for the community at large, it makes it compulsory for individuals and institutions to support and encourage scientific research and studies in order to achieve national objectives. This is known as societal partnership, whereby members of the community take part in supporting and consolidating research and science that realize the community's growth and development, resolve its problems and support its capabilities and possibilities, and consolidate its riches.

Research Chairs are considered one of the effective means to support and encourage scientific research. They are also a fundamental source for the dissemination of scientific knowledge and modern technologies, the materialization of social growth, the attainment of excellence in scientific, economic, and social arenas, etc. Moreover, they contribute to consolidating the culture of inventiveness, innovation, and distinguished scientific production; achieving societal partnership in its material and human dimensions; and profiting by science, technology, and the capabilities of the University to serve the community and take part in resolving its problems, and contributing to the nation's global advancement to an outstanding scientific rank in the fields of inventiveness, innovation, development, and sustained growth. The Research Chairs Program at Qassim University is evidence of the University and the community's unity and cooperation as one of the most important tools to realize the aforementioned. This bylaw aims at determining the mechanisms for the activation of research chairs, and the rights and duties of those supervising them and working in them.

## Article One

### Vision and mission

#### Vision

Excellence in the enrichment of scientific research within research and knowledge trends which aim at consolidating Qassim University's role in research and development.

#### Mission

Activation of the University's role in specialized research in areas that contribute to achieving the objectives of sustained growth and building a knowledge-based society in Qassim, implementing the highest research quality standards, providing facilities for innovative research, and activating cooperation and partnership with business organizations and social institutions.

## Article Two

### Objectives of the Research Chairs Program

A Research Chair aims at attaining the following:

1. To do scientific and applied research in the Chair's area of expertise;
2. To contribute to enriching all branches of human knowledge;
3. To better invest in the University's capabilities, including in outstanding human resources and advanced resources, and to attract outstanding scholars and draw maximal profit from their experience in all fields of knowledge;

4. To develop societal partnership with the community and support collaboration between experts at the University and the various social institutions in order to encourage institutional research and satisfy some of the requirements of financing parties;
5. To support sustained growth, and contribute to building the national knowledge-based economy;
6. To transfer technology, profit by it in the areas of development, and solve problems.

## Article Three

### Definitions

1. Research Chairs Program: It is one of the scientific activities at the University. It is activated according to a vision supported by the University, a mission eagerly disseminated, and objectives ambitiously realized through the inception and management of Research Chairs.
2. Research Chair: It is a scientific research chair to be assigned to scholars and outstanding researchers whose scientific production is rich in qualitative and quantitative contributions in a given area of research. The Chair is funded from sources other than the University's budget, and enjoys an administrative and financial flexibility.
3. The University: Qassim University, which is the party hosting the Research Chairs Program.
4. Higher Committee of the Research Chairs Program: It is a group of experts whose specific duty is to set up the general policy and controls which govern the Research Chairs Program.
5. Secretariat of the Research Chairs Program: It is an administrative

instance which has administrative, financial, informational, and technical duties. It is chaired by the supervisor of the Higher Committee of the Research Chairs Program.

6. Supervisor of the Research Chair: He is a faculty member whose specialization is akin to the area of expertise of the Chair. He is in charge of the Chair's affairs.
7. Scientific Committee: It is a group of researchers who contribute to supervising the management of the Chair's scientific affairs.
8. Chair Professor: It is a scientific rank of a specialized researcher who has outstanding research production and leading scientific interests in the area of the Chair. He also has an active and direct role in running the Chair's scientific affairs.
9. Research Projects: They include the research, studies, and consultancies which the Chair realizes or whose implementation it supervises.

## Article Four

### Types of Research Chairs

There exist two types of Research Chairs:

**Permanent Chair:** It is funded from the transferred revenues of a given endowment.

**Temporary Chair:** It is funded over a period of time from donations or fixed financial grants or by installment.

## Article Five

### Research Chairs financing

The amount of financing of the Research Chairs is determined as follows:

1. Permanent Chair:

The amount of financing a Permanent Chair is at least five-million riyals to be disbursed as one installment or depending on the requirements of the implementation of the endowment.

2. Temporary Chair:

- If the Temporary Chair requires laboratory equipment, its financing is at least five-million riyals.
- If the Temporary Chair requires no laboratory equipment, its financing is at least three-million riyals.

What is disbursed in the first year shall be at least equal to 50% of the overall financing amount. The rest shall be divided over the remaining period of time. If it is given reasonable justifications, the Higher Committee may agree with the financier otherwise.

## Article Six

### Sources of finance of Research Chairs

The sources of financing Research Chairs are multiple:

1. Individuals, companies, institutions, and legal persons;
2. Whatever is allocated from the budget of the University or the University's endowment to finance Research Chairs;
3. Financial support allocated by the Higher Education Fund to Research Chairs;



## Article Nine

### Higher Committee of the Research Chairs Program

The Higher Committee of the Research Chairs Program is formed for two years by decision of the Rector of the University as follows:

1. Vice Rector for Graduate Studies and Scientific Research (President);
2. Dean of Scientific Research;
3. Secretary of the Research Chairs Program (as a Secretary of the Committee);
4. Four members nominated by the Vice Rector for Graduate Studies and Scientific Research after the approval of the Rector of the University as follows:
  - a. Two supervisors of two Research Chairs, one with a laboratory background and the other without;
  - b. Two members with experience in the Committee's activities.

NB: In accordance with the decision 13-11-1432-1434H of the Council of Qassim University on 23-7-1435H:

1. The Higher Committee shall be treated as a permanent committee until five Research Chairs become available.
2. The secretariat of the Research Chairs shall be taken care of by the Dean of Scientific Research until five Research Chairs become available.

## Article Ten

### Duties of the supervisor of the Higher Committee of the Research Chairs Program

1. Supervising the Secretariat of the Research Chairs Program and nominating its Secretary;
2. Approving the members of the scientific committees proposed by the supervisors of Research Chairs;
3. Reviewing and approving the reports and research prepared by the supervisors of the Research Chairs;
4. Approving the expenses related to equipment and items whose price exceeds SR250000 (two-hundred-and-fifty thousand riyals);
5. Representing the Research Chairs Program in administrations, commissions, and institutions on and off campus.

## Article Eleven

### Duties of the Higher Committee of the Research Chairs Program

The Higher Committee performs the following duties:

1. Approving the general policy of the Research Chairs Program, the controls regulating the work of the Chairs, and the financial policy of the Program;
2. Approving the administrative organization of the Secretariat of the Research Chairs Program, and determining the compensation of those

- working in the Secretariat;
3. Selecting the supervisors of the Research Chairs;
  4. Adopting the general performance reports and the annual report of the Research Chairs Program;
  5. Adopting the estimated, detailed budget of each Chair, and approving the annual operational budget and the final accounting;
  6. Nominating an accounting controller, and determining his honorarium (legal office);
  7. Commissioning one consultant (or more, if need be) to offer consultancy, and determining his/their honorarium(s);
  8. Approving the annual report of the Research Chairs Program;
  9. Setting up the mechanisms and strategies to develop the performance of the Research Chairs Program;
  10. Setting up a strategy of collaboration and complementarity among Research Chairs on and off campus.

## Article Twelve

### Secretariat of the Research Chairs Program

It is an administrative unit under the supervision of the Head of the Higher Committee of the Research Chairs Program. Its secretary is appointed after approval of the Rector of the University based on the nomination of the Head of the Higher Committee. He should be assigned an administrative job or other on and off campus.

## Article Thirteen

### Duties of the Secretariat of the Research Chairs Program

The Secretariat of the Research Chairs Program performs administrative, financial, and informational duties to be determined by the Higher Committee.

## Article Fourteen

### Scientific and administrative composition of a Research Chair

A Research Chair includes:

1. A Chair supervisor;
2. A Chair professor;
3. Associate researchers;
4. Assistant researchers;
5. Technicians;
6. Consultants;
7. Graduate students;
8. Administrative support unit;
9. Scientific Committee through which the Chair functions.

## Article Fifteen

### Research Chair Supervisor

The Higher Committee chooses the Research Chair Supervisor from amongst the faculty members at the University whose specialization coincides with that of the Chair or one specialization related to it. He is chosen in accordance with a determined mechanism approved by the Higher Committee of Research Chairs, followed by the issuance of a decision on the part of the Chair of the Higher Committee.

## Article Sixteen

### Duties of the Supervisor of a Research Chair

The duties of the Supervisor of a Research Chair are as follows:

1. Formulating a clear vision for the Chair, and setting up action plans to implement this vision;
2. Presiding over the scientific committee of the Research Chair;
3. Supervising the administrative affairs of the Research Chair;
4. Nominating the Chair Professor, the researchers, the consultants, and the members of the scientific council, and reporting this to the Head of the Higher Committee for approval. If the nature of the Chair requires no Chair Professor, this can be replaced by a team to be nominated by the scientific council which would determine their honorarium before being approved by the Head of the Higher Committee;
5. Suggesting the Chair's estimated, detailed budget and the operational budget, and reporting them to the Higher Committee;



## Article Seventeen

### Duties of the Chair Professor

The duties of the Chair Professor are as follows:

1. Conducting the Chair's research, studies, and scientific programs;
2. Supervising the researchers and scientific teams of the Chair's research projects, and rendering consultancy to them;
3. Doing research in collaboration with associate researchers;
4. Giving lectures and taking part in symposia and training sessions related to the area of specialization and activities of the Research Chair;
5. Following up the graduate students taking part in the Chair's activities;
6. Contributing to writing research articles and publishing them in outstanding international journals;
7. Taking part in assessing the researchers' work in the Chair;
8. Contributing effectively to the consolidation of research collaboration with international research centers in the area of specialization of the Chair.

## Article Eighteen

### Scientific Committee of the Research Chair

The Scientific Committee of the Research Chair includes:

1. Supervisor of the Chair as President;
2. The Chair Professor as a Member;



## Article Twenty

### Honorarium of the Higher Committee

The Supervisor and members of the Higher Committee of the Research Chairs Program shall be granted a financial honorarium on attending the meetings of the Committee as follows:

- Eight-hundred riyals (SR800) for each meeting if the latter takes place during official working hours;
- One-thousand riyals (SR1000) for each meeting if the latter takes place outside official working hours, with a limit not exceeding twenty-thousand riyals (SR20,000) per year;

## Article Twenty-One

### Honorarium of the Secretary of the Research Chairs Program

The Secretary of the Research Chairs Program shall be granted a monthly honorarium amounting to 25% of his monthly basic salary. It is up to the Higher Committee to raise this amount to 45% in accordance with the achievements of the Chair that he supervises.

## Article Twenty-Two

### Budget of the Research Chair

1. The Chair Supervisor shall prepare an estimated, detailed budget to the Chair, which includes expected expenditures and shall not exceed the amount allocated to the Chair. The budget shall be approved by the Higher Committee of the Research Chairs Program;
2. The Chair Supervisor shall prepare the annual operational budget, which should include the expected expenditures during the year;
3. It is permissible for the Supervisor to suggest transfers between the clauses of the expenditure or amending clauses (1) and (2) of this Article, which needs the approval of the Higher Committee of the Research Chairs Program;
4. Sixteen percent (16%) of the amount of financing of the Chairs are deducted to operate Research Chairs at the University.

## Article Twenty-Three

### Honorarium of the Supervisor of the Research Chair

A honorarium is disbursed to the Supervisor of the Research Chair depending on scientific rank as follows:

- a. Professor: Seven-thousand riyals (SR7.000) monthly;
- b. Associate Professor: Six-thousand riyals (SR6.000) monthly;
- c. Assistant Professor: Five-thousand riyals (SR5,000) monthly;

It is up to the Higher Committee to raise the honorarium but this raise shall not exceed 20% of it in accordance with the achievements of the Chair. The Supervisor's honorarium may be raised but not to exceed 30% if the Chair needs laboratory equipment.

## Article Twenty-Four

### Distribution of the revenues from the Research Chair's activities

The revenues from patents of invention, studies, and innovations are distributed evenly between the University, the party financing the Chair (if he requires so), and the researchers taking part in those research activities. However, the revenues from research financed outside the budget of the Chair shall benefit the external party financing the Chair (if he requires so).

## Article Twenty-Five

### General provisions

1. The agreement to establish Research Chairs shall be signed by the Rector of the University and any other authorized person;
2. In case financing is halted for any reason, the rights of the party financing the Chair shall be dropped by the University;
3. In case the Supervisor of the Research Chair expresses his wish not to continue as a Supervisor, he should inform the Head of the Higher Committee of the Research Chairs Program at least three months before he leaves his position;

4. At the closure of the Chair or its suspension for any reason, the ownership of the equipment and tools and other property related to the Research Chair is devolved to the University;
5. The contracts concluded with the financing party shall include the provisions specific to intellectual property rights;
6. The contracts concluded with any individual party forming the Chair shall include commitment to duties incumbent to each party;
7. The University Council shall interpret this bylaw;
8. The Higher Committee of the Research Chairs Program shall set up executive rules that should not contradict the current bylaw;
9. Whatever has not been regulated by a specific text in this bylaw shall be subjected to the rules and bylaws of the University;
10. This bylaw shall be in force as of its adoption by the University Council.



## Deanship of Scientific Research



Dean of Scientific Research

Direct: 38014850; On campus line: 3800050; Ext.: 1356



Secretary of the Research Chairs Program

Direct: 3801723; On campus line: 3800050; Ext.: 1352

Website:

[www.srd.qu.edu.sa](http://www.srd.qu.edu.sa)

[www.srd.edu.sa](http://www.srd.edu.sa)

E-mail

[scqu.2013@srd.edu.sa](mailto:scqu.2013@srd.edu.sa)