Metric 16.2

Saint Louis University

University Governance Measures

16 PEACE, JUSTICE AND STRONG INSTITUTIONS

Indicator 16.2.6

Saint Louis University
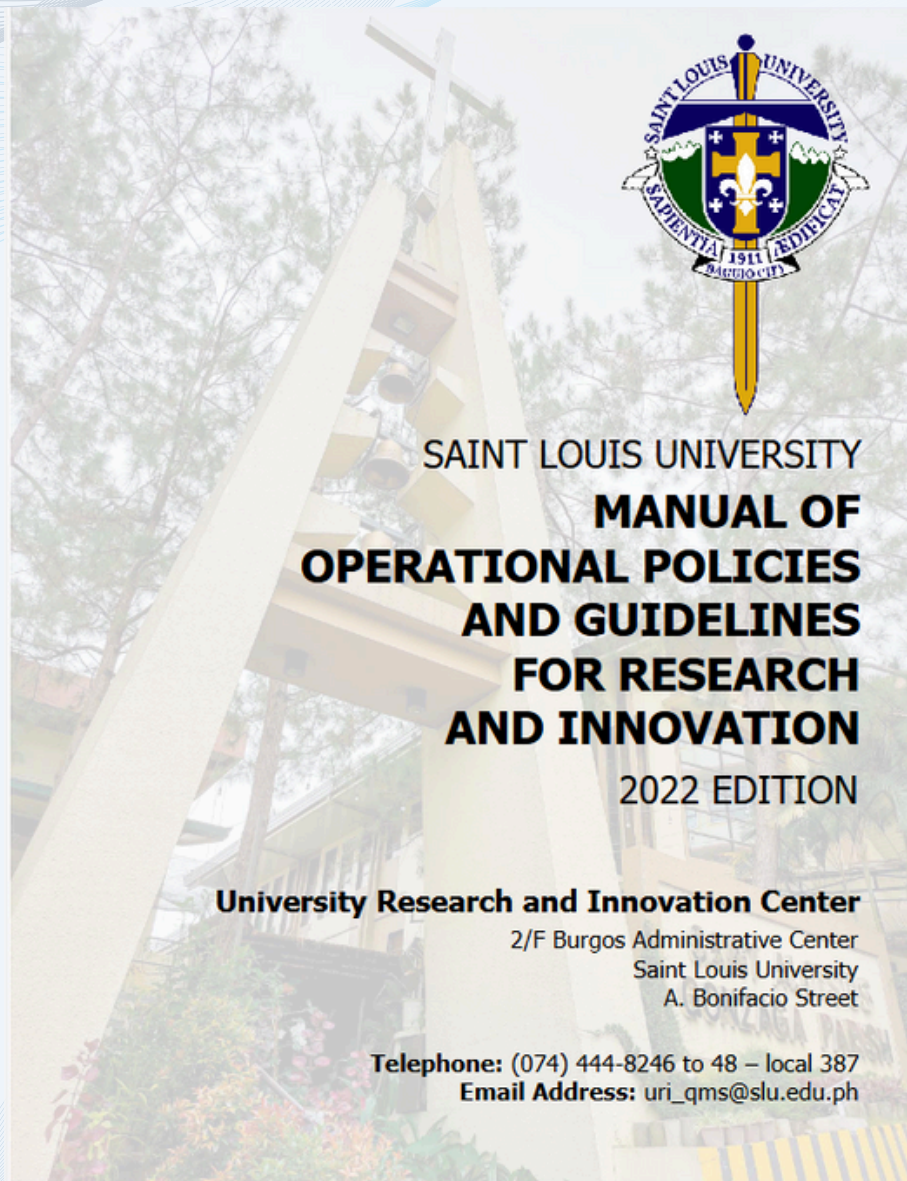# Academic Freedom Policy

16 PEACE, JUSTICE AND STRONG INSTITUTIONS

SAINT LOUIS UNIVERSITY

MANUAL OF OPERATIONAL POLICIES AND GUIDELINES FOR RESEARCH AND INNOVATION

2022 EDITION

University Research and Innovation Center

2/F Burgos Administrative Center
Saint Louis University
A. Bonifacio Street

Telephone: (074) 444-8246 to 48 – local 387
Email Address: uri_qms@slu.edu.ph

Faculty and students have the freedom to choose the research topic that will contribute to society. Researchers also can collaborate with other departments or outside the university, locally and internationally, for more productive outputs.

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RISE GUIDELINES FOR PAPER PRESENTATION

Saint Louis University
Research, Innovation, and Sustainable Extension Center
GUIDELINES ON PAPER PRESENTATIONS

1. Objective

Paper presentations are integral to scientific communication and will be supported by the University for both faculty and students. However, in order to ensure a measure of quality for papers being presented as well as their target conferences, the University sets the following criteria in evaluating and supporting applications for paper presentation off-campus.

2. Scope

2.1 Papers for presentation should be research outputs.
2.2 Papers should be aligned to the disciplinal and/or thematic orientation of the conference. Papers that are not aligned to the disciplinal thrust or theme of the conference will not be supported.
2.3 The target conference must be intended mainly for the presentation of research findings rather than on discussing matters about an organization or profession. Exceptions arise when the research paper presentation is tucked into an organizational or professional meeting.
2.4 Conferences must be specialized or disciplinal (e.g., Conference on Language Education), rather than generic (e.g., Conference on Social Science) or multi-disciplinal (e.g., International Multidisciplinary Research 2.4 Conference; Conference on Education, Health, and Business Administration, etc.).
2.6 Conferences that accept papers outside their own disciplinal limits will not be considered.
2.7 Conferences with conference proceedings indexed in Scopus will be prioritized.

3. Responsibility

3.1. The Research, Innovation, and Sustainable Extension (RISE) Center Director disseminates the Guidelines on Paper Presentation Support to the various Dean's Offices and unit heads via e-mail every start of the academic year to inform the different offices of the paper presentation support offered by the university. The Graduate Program Coordinators (GPCs) and the Undergraduate Research and Innovation Coordinators (UGRICs) disseminate the copy to all faculty members to ensure that they are all aware of the current guidelines on paper presentation support offered by the university either through orientation or dissemination via the Google classroom.
3.2. The RISE Secretary receives the filled-up request together with other requirements from the faculty or student and records the request in the logbook.
3.3. The Research Services Officer (RSO) evaluates the request for paper presentation based on the criteria for legitimate conferences to ensure quality of papers being presented, as well as their target conference, before recommending it for approval.
3.4. The RSO monitors the papers presented to be submitted also for publication. RSO requests uploading of abstracts of papers presented at the University digital repository and the timely and complete processing of paper presentation.
3.5. The RISE Director does preventive/corrective action by supporting only one paper presentation per faculty for each academic year.

4. Guidelines

4.1 On the Criteria of Conference Selection

4.1.1 The organizers must strictly be disciplinal associations (e.g., international, national or regional association of systematic biologists) rather than generically vague and open to all or many disciplines (e.g., Philippine association of researchers).
4.1.2 If the organizers are not specific disciplinal associations, these should at least be academe-based units like schools and departments. Research conferences organized by non-academe-based organizations, foundations, institutes, or associations are suspect especially if these groups have links with predatory/vanity publishers or journals.

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