

PROCESS FOR ESTABLISHING RESEARCH CENTERS

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CONTENT

1. BACKGROUND	3
2. PURPOSE	3
3. SCOPE	3
4. EVALUATION PROCESS	3
5. EVALUATION RUBRIC.....	5
ANNEX 1 – Templates for new research center proposal.....	5
ANNEX 2 – Evaluation Rubric	5

1. BACKGROUND

VinUniversity (VinUni) is implementing its research strategy to achieve QS Top 100 standards by 2030 through global research networks and high-impact research. To achieve these goals, VinUni has outlined a roadmap to establish five RISE Hubs, each focused on a distinct research domain: Health Sciences and Smart Care; Environment Intelligence; Robotics, and Artificial Intelligence; Intelligent Computing and Data System; and Policy Research and Sustainable Urban Development.

Operating under RISE hubs are Research Centers, aligning with their thematic priorities to drive interdisciplinary innovation, optimize impact and contribute to Top 100 QS World University Rankings Goal. These Centers manage independent budgets, staffing plans, and KPIs, organizing research groups with VinUni faculty, external researchers, postdocs, and graduate students.

2. PURPOSE

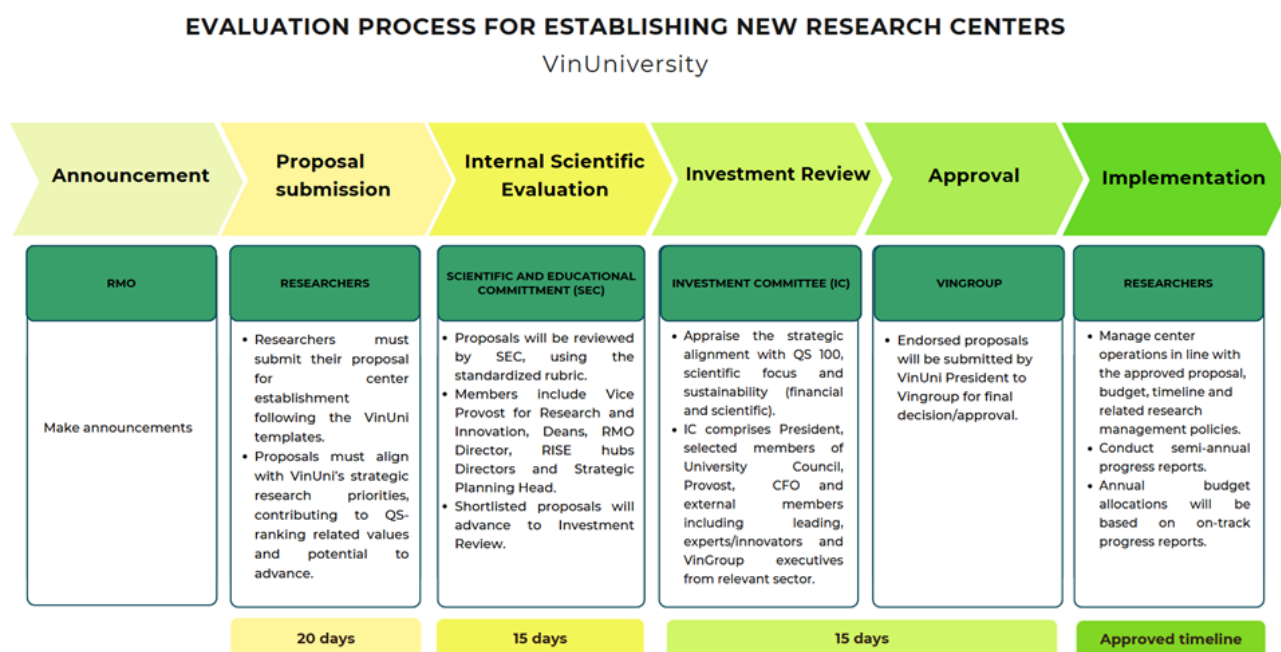
This policy outlines the formal evaluation process for establishing new research centers at VinUni. The process ensures that all proposed research centers align with the university's strategic objectives, impact, innovation, industry engagement, international engagement, as well as contribution to ranking goal and financial sustainability.

3. SCOPE

This policy applies to all proposals for new research centers submitted to VinUni, involving faculty, staff, and external stakeholders as applicable.

4. EVALUATION PROCESS

The establishment of new research centers at VinUni follows a structured three-tier evaluation process, designed to rigorously assess strategic alignment, scientific focus and financial feasibility. The process is summarized in the table below.



Step	Responsible Body	Action
Step 1: Internal Scientific Evaluation	VinUni Scientific and Educational Committee (SEC) (for Research & Innovation) Members: <ul style="list-style-type: none"> - Vice Provost of Research & Innovation (Chair) - College Deans - Director of Research Management Office - Directors of RISE hubs - Head of Strategic Planning 	<ul style="list-style-type: none"> - Conducts initial review of submitted research center proposals. - Requests proposing researchers to pitch their proposals to evaluate strategic fit, scientific advantages and impact potential, using a standardized rubric (Annex 2). - Compiles and reviews the rubric results to obtain consensus on the To-go/Not-to-go conclusion. May request additional information or revision from proposers before finalizing the decision. - Recommends viable proposals to the Investment Committee.
Step 2: Investment Review	Investment Committee Members: <u>Internal:</u> <ul style="list-style-type: none"> - President of University Council (Chair) - University Council Members (selected) - Provost - Chief Financial Officer (CFO) <u>External:</u> <ul style="list-style-type: none"> - Leading Scientist(s)/ Innovators - Senior Vingroup Executive(s) in the relevant sector 	<ul style="list-style-type: none"> - Performs a comprehensive review of the proposal. - Evaluates strategic alignment with VinUni's mission, strategy, QS 100 Goals, scientific focus, and sustainability (financial and scientific). - May request additional documentation or clarifications from proposers. - Provides an investment endorsement or rejection recommendation. - Submits endorsed proposals to Vingroup founder for final approval.
Step 3: Investment Approval	Vingroup leaders	<ul style="list-style-type: none"> - Receives endorsed proposal, supporting documentation, and evaluation outcomes from the President. - Reviews the proposal. - Renders a final decision.

Guiding Notes:

- **Submission Guidelines:** Proposals must be submitted in accordance with VinUni templates (Annex 1), submission guidelines and deadlines.
- **Committee membership:** Committees may include interim academic members to support the review process as needed.
- **Conflict of Interest:** To maintain impartiality, members of the VinUni evaluation committee who are proposers or have a direct interest in a proposed research center (e.g., Vice Provost for Research and Innovation or College Deans proposing their own research center) must recuse themselves from the evaluation process for that proposal. In such cases, the committee will appoint alternate members or rotate membership to avoid conflicts of interest and ensure unbiased review.
- **Documentation:** All decisions are documented and communicated to proposers in a timely manner.
- **Ethics – Integrity:** Research activities are expected to be performed with honesty and integrity, to meet the highest ethical standards, and to respect the contributions and scholarship of others.

5. EVALUATION RUBRIC

A standardized evaluation rubric is used to assess proposals at each stage. The rubric includes criteria such as Strategic Fit, Interdisciplinarity and Leveraging Potential; Scientific Excellence contributed to QS 100 Goal; Impact & Innovation; Industry and International Engagement; and Academic Leadership and Research Capacity. Detailed guidelines and scoring criteria are provided in Annex 2 “Guideline of Research Center Evaluation Rubric”.

ANNEX 1 – Templates for new research center proposal

1. [New Research Center Pitching Deck](#)
2. [New Research Center Proposal Summary](#)

[ANNEX 2 – Guideline of Research Center Evaluation Rubric](#)