



## Appendix to the Dean's Directive of FIM No. 4/2015

### Self-evaluation Criteria and Mandatory Minimum Point Requirements for the Habilitation Proceedings and the Proceedings for the Appointment as Professor at the Faculty of Informatics and Management University of Hradec Kralove

<b>A</b>	<b>Publication and other creative activities</b>	Points	Assoc. Prof. min.	Prof. min.
1	Article in a journal with a non-zero impact factor (ISI Thomson)	20	10	25
2	Article in a journal with a non-zero Scimago Journal Rank (Scopus)	10	0	0
	<b>Total minimum requirement for an article in a journal with an impact factor (A1 + A2)</b>		<b>25</b>	<b>50</b>
3	Scholarly book in a world language	40		
4	Scholarly book in Czech or Slovak	20		
5	Separate chapter in a scholarly book in a world language	based on the share		
6	Separate chapter in a scholarly book in Czech or Slovak	based on the share		
	<b>Total minimum requirement for a book publication (A3 + A4 + A5 + A6)<sup>1</sup></b>		<b>10</b>	<b>20</b>
7	Article in conference proceedings Indexed in the Thomson Reuters database	8		
8	Article in conference proceedings indexed in the Scopus database with a non-zero SJR	8		
	<b>Total minimum requirement for an article in conference proceedings (A9 + A10)</b>		<b>12</b>	<b>24</b>
9	Research project (principal Investigator/team member)	10/6	8	16
10	Patent	40		
11	Utility model	20		
12	Software	10		
13	University textbook or any other teaching material	6		
14	Article in a peer-reviewed journal indexed in a globally recognized database <sup>2</sup>	5		
15	Article in a journal listed in the RVV list of Czech peer-reviewed journals	2		
	<b>TOTAL MINIMUM REQUIREMENT FOR CATEGORY A:</b>		<b>60</b>	<b>140</b>
<b>B</b>	<b>Recognition by the professional community</b>	Points	Assoc. Prof. min.	Prof. min.
1	Citations (excluding self-citations) indexed in the WoS database <sup>3</sup>	6		
2	Citations (excluding self-citations) indexed in the Scopus database	4		
	<b>Total minimum requirement for citations in WoS/Scopus <sup>4</sup></b>		<b>20</b>	<b>60</b>
3	Other citations	2		
4	Expert activity (international/national)	6/4		
5	Membership in editorial boards of scientific journals	6		
6	Recognition or awards for research activities	4		

7	Membership in a research board	6		
8	Membership in a habilitation committee or committee for appointment as professor	2		
<b>TOTAL MINIMUM REQUIREMENT FOR CATEGORY B:</b>			<b>20</b>	<b>60</b>
<b>C</b>	<b>Teaching competences</b>	Points	Assoc. Prof. min.	Prof. min.
1	Teaching a course in English/Czech	3/2		
2	Introduction of new courses, establishment of laboratories or similar facilities	4		
3	Developmental/pedagogical grant (principal investigator/team member)	6/4		
4	Supervisor of a student who obtained a CSc. or PhD degree	5		5
5	Member of the subject area board of a doctoral study program	1		
<b>TOTAL MINIMUM REQUIREMENT FOR CATEGORY C:</b>			<b>15</b>	<b>30</b>
<b>D</b>	<b>Professional, organizational and managerial competences</b>	Points	Assoc. Prof. min.	Prof. min.
1	Academic function at the level of university/faculty	6/4		
2	Head of department or institute	2		
3	Membership in international scientific committees or societies	8		
4	Membership in program committees of scientific conferences	5		
5	Membership in advisory bodies of government and institutions	3		
6	Work for the business sector and public sector	2		
<b>NO MINIMUM REQUIREMENT IS SET FOR CATEGORY D</b>				
<b>TOTAL MINIMUM REQUIREMENT FOR CATEGORIES A + B + C + D:</b>			<b>100</b>	<b>250</b>

#### Explanations:

- <sup>1</sup> Can be replaced/complemented by surplus points from categories A1+A2
- <sup>2</sup> Publication without an Impact Factor (IF) or Scimago Journal Rank (SJR)
- <sup>3</sup> Self-citation refers to a citation made by any of the co-authors of the cited work
- <sup>4</sup> A publication is listed only once, even if it is indexed in multiple databases

#### Calculation of points in case of co-authorship:

- For each type of publication, in the case of co-authorship, the number of points is divided by the number of authors.
- Citations are not divided by the number of authors.

#### Characteristics of selected items in the self-evaluation table

- A1 Article in a scholarly journal included in the Web of Science (WoS) database by Thomson Reuters, marked as "Article", "Review", or "Letter", and published in a journal with an impact factor (IF) as published annually in the Journal Citation Report (JCR) by Thomson Reuters. <http://www.isiwebofknowledge.com>

A2 Article in a scholarly journal included in the SCOPUS database by Elsevier, marked as "Article", "Review", or "Letter", and assigned a Scimago Journal Rank (SJR). <http://www.scimagojr>.

A3 A scholarly book presenting original research results conducted by the author or by a team of which the author was a member. The book is a non-periodical scholarly publication of at least 50 printed pages of original text, published in print or electronically, and reviewed by at least one generally recognized expert in the field (not affiliated with the author's institution). It addresses a clearly defined problem within a specific scientific discipline.

A5 A chapter in a scholarly book is applicable in cases where the entire book has only an editor or when the author is listed (on the title page or reverse side) as a co-author and is a member of an authorial team with clearly indicated main authors. The chapter must have a distinct author or team of authors.

The chapter's point value is calculated from the point value of the corresponding scholarly book, multiplied by the chapter factor. The chapter factor is determined as the ratio of the number of pages in the chapter to the total number of pages in the book.

A7 An article in conference proceedings that presents original research results conducted by the author or their team. The article must have the standard structure of a research paper and proper source citation (not an abstract or extended abstract) and be published in a proceedings volume. Proceedings are reviewed, non-periodical publications released for a specific conference, seminar, or symposium, containing individual papers by various authors usually on a related theme. The proceedings must have an assigned ISSN and ISBN code, or at least an ISBN code. An article is evaluated under "article in proceedings" if it is indexed:

a) in the SCOPUS database under "Sources", labeled as Book Series or Conference Proceedings with an assigned ISBN and possibly ISSN,

b) in the Conference Proceedings Citation Index by Thomson Reuters with an assigned ISBN, and possibly ISSN and ISBN.

A12 The result "Software" refers to original research and development results realized by the author or their team. It applies when the software is demonstrably developed in connection with research activity, authored by individuals involved in the research at the recipient institution (or another participant), and can be used in accordance with the owner's license terms.

A13 Other teaching materials refer to, for example, course support in an e-learning system or a set of multimedia objects that cover the needs of a single standard course included in a study program.

A15 Article in a scholarly journal included in the List of non-impact peer-reviewed journals published in the Czech Republic. [www.vyzkum.cz](http://www.vyzkum.cz)

B6 For example, a conference paper award, recognition by a professional society, etc.

C1 Teaching a course means delivering a standard course that is part of a study program. A one-semester course is counted only once.