



EUROPEAN UNION
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Dean's Decision No. 4/2021

Measures to Support Excellent Creative Activity of PŘF UHK Academic Staff and Researchers

Due to the implementation of the 17+ Evaluation Methodology, more emphasis has been placed recently on the Article Influence Score (AIS) indicator which is given priority over the Impact Factor (IF) indicator in the Web of Science database. This means that the support of research activity at our faculty will be oriented to the evaluation according to AIS. However, IF will keep its influence. According to the present methodology, specific ranking of a journal in the respective category is not taken into account but only its belonging to a respective quartile or top decile.

Commencing from **1 March 2021**, this Dean's Decision replaces the Dean's Decision No. **14/2019**. Part I

Article 1

Minimum Creative Activity of Academic Staff and Researchers

As each member of the academic staff has, according to the UHK Wages Regulation, certain duties to teach and related duties to do research, the following *five-year minimum extent* of the academic staff's and researchers' *publication* (related to full-time employment at the UHK) is determined:

Post of employment	Minimum number of articles in WoS database	Minimum accumulated author's share from articles in WoS database
Assistant Professor	4	1
Associate Professor	7	3
Professor	8	4
Researcher	15	5

Comments to the Table:

- a. Only publications of Article, Letter or Review type, listed in the WoS Core Collection database, are included both in the *number of articles* (Column 2 of the Table) and in the *accumulated author's share* (Column 2 of the Table):
 - i. All co-authors get one point per each article (Column 1, *Number of Articles*); the author's share in the publication is not important;
 - ii. All co-authors get points according to their share in the publication (Column 2, *Accumulated Author's Share*); this number reflects the overall number of the publication authors and the number of addresses listed with the respective person;
 - iii. Only if the author has PřF UHK as his/her worksite and the articles were entered in OBD by the specified deadline in the last five calendar years (usually 31 January of the subsequent year).
- b. Assistant professor: The quartile in which the journals that published the assistant professor's article are placed in WoS (according to IF or AIS) does not make a difference.
- c. Associated professor: At least two of the published articles must be published in a journal belonging to Q1 or Q2 in WoS (according to IF or AIS).
- d. Professor: At least three of the published articles must be published in a journal belonging to Q1 or Q2 in WoS (according to IF or AIS).
- e. Researcher: At least two of the published articles must be published in a journal belonging to Q1 in WoS (according to IF or AIS) and at least four other articles a Q2 journal.
- f. If an employee gets on at work during the above-mentioned five-year period, his/her minimum publication performance is calculated proportionally from the number of months in different job categories, using the above mentioned Table.
- g. If the member of the academic staff or the researcher has a partial-time employment contract with PřF UHK, or if he/she works at PřF UHK for less than the evaluated period, his/her minimum five-year creative activity will be determined proportionally to his/her working time and duration of employment at PřF UHK. Researchers undergo the said evaluation no sooner than after one year from starting their employment at PřF UHK and members of the academic staff after two years from starting their employment at PřF UHK.
- h. Non-fulfilment of the minimum publication activity can be substituted by obtained scientific grants or applied results, e.g., *patents*.
- i. In special cases (e.g., due to a long-term disease, extreme teaching load, extreme involvement in activities related to the third role of the university etc.), the Dean can, upon the respective department head's proposal, make a provisional exception from fulfilment of the minimum creative duties.

Article 2

Measures in Case of Failure to Fulfil the Minimum Creative Performance

If an employee fails to fulfil the minimum publication performance as per Article 1, the head of the respective department prepares a proposal how to solve the situation and he/she and the

respective employee come to the Dean to discuss the future steps. The following steps can usually be expected:

- a. Increase of the teaching load and/or activities within the university third role;
- b. Decrease of the personal incentive bonus;
- c. Defence of the post of employment at the nearest selection procedure.

Part II

Motivation Remuneration for Creative Activity

Due to the effort to create positive motivation environment pushing the academic staff and researchers to excellence, financial remuneration is divided into several sub-categories. The aim is to reward both the quantitative and, especially, qualitative aspects of the publication and other creative activity. Remunerations can be given for “long-term creative activity” and as an “immediate remuneration for excellence”.

Article 1

Personal Incentive Bonus of Academic Staff

Scientific and research performance of each member of the academic staff is one of the components taken into account when determining the personal incentive bonus as per the Dean’s Decision No. 6/2011; the *number of publications* is a very important factor.

Article 2

Competition for PŘF UHK Dean’s Award

This competition serves for one-time evaluation of the creative activity quality. For more information, see the Dean’s Decision No. 7/2019.

Article 3

Immediate Remuneration for a Scientific Article Published in a WoS Database Journal This remuneration, like remunerations mentioned in Article 2, is intended as one-time evaluation of the creative activity quality. Contrary to the Competition for the UHK Dean’s Award, a part of this remuneration is paid to the PŘF UHK employee or student at the earliest possible pay day after the correctness of all data delivered by the article author to the Vice-Dean for Creative Activities is approved.

The remuneration is given for an article published in a journal ranked in at least one category in the WoS database, and must be published as an *Article*, *Review*, or *Letter* only. In such article, **PŘF UHK must be shown as one of the addresses and the article must include acknowledgment**

to PŘF UHK for financial support. The maximum amount of the financial remuneration (*FO*) is determined according to the following Table where D1 means the first decile, Q1 means the first quartile etc. The Table shows the amounts for the whole publication, i.e. the respective amount for an individual author is calculated as $\frac{FO}{(N+Z/2)A}$, where *N* is the number of Czech authors, *Z* is the number of foreign authors and *A* is the overall number of addresses stated with the respective author.

Decile/Quartiles	AIS	IF
D1	CZK 240,000	CZK 120,000
Q1 (non-D1, Q1 journal)	CZK 80,000	CZK 40,000
Q2	CZK 20,000	CZK 10,000
Q3	CZK 10,000	CZK 5,000
Q4	CZK 5,000	CZK 2,500

An author with a partial-time employment contract with the PŘF UHK (at least 0.7times the working hours) or an author who is a student may choose whether he/she wants to evaluate publications according to AIS or IF; other authors will be evaluated according to AIS. Remuneration in the amount corresponding to the following Table will be paid at the earliest possible pay day as described above. The rest of the remuneration will be paid only to those authors who have a partial-time employment contract with the PŘF UHK (at least 0.7times the working hours) or authors who are students in the nearest December (i.e. pay for November) unless the planned financial limit for such remuneration has not been overdrawn by the faculty (if the budget has not been overdrawn but the amount is not sufficient to pay the full remuneration according to the Tables shown herein, the remaining part of the budget will be paid to all authors proportionally). The overall limit will be notified at submission of the budget to the PŘF UHK Academic Senate.

Decile/Quartiles	AIS	IF
D1	CZK 160,000	CZK 80,000
Q1 (non-D1, Q1 journal)	CZK 54,000	CZK 27,000
Q2	CZK 14,000	CZK 7,000
Q3	CZK 7,000	CZK 3,500
Q4	CZK 3,500	CZK 1,750

An author (or co-author) can only get this remuneration after fulfilment of all the following conditions:

- a. He/she submits to the officer in charge of science a completed *Excel* form (see the attachment of this Decision) showing information about all authors, subject-area and group of subject-areas to which the journal and submitted article belong;
- b. He/she records the article in the Personal Bibliographic Database (OBD; <https://obd.uhk.cz/>) as a PŘF UHK author and the records shows "Accepted" in OBD;
- c. He/she uploads a copy of the published article as an attachment to the respective OBD record (the article must be shown in the databases as an *Article*, *Review*, or *Letter* only;

PřF UHK must be shown as one of the author's addresses and the article must include acknowledgment to PřF UHK for financial support);

- d. The article reference has already been entered in WoS (but not as a temporary **Early Access**);
- e. He/she submits a WoS *PrintScreen* showing the given journal ranking and the overall number of journals in the category related to the application;
- f. The journal has already an IF or AIS value in the database;
- g. The following conditions must be respected when completing the *Excel application form*:
 - WoS indicator: Choose completion according to AIS or IF;
 - Number of journals/journal ranking in a category: Complete the overall number of journals listed in the given WoS category (including the journals that are listed but their AIS has not been calculated) and the journal ranking in this WoS category according to the chosen AIS or IF indicator (in accord with the chosen indicator, see above);
 - Number of all authors:
 - Number of all CZ authors: The number of authors (including the applicant) who state a Czech research institution as at least one of their addresses;
 - Number of all non-CZ authors: The number of foreign authors, i.e. those who state foreign universities and research institutions only as their address;
 - PřF UHK authors: All authors who stated PřF UHK as at least one of their addresses (the total percentage of the overall financial amount division between the authors must be 100%).

If the Vice-Dean for Creative Activity finds any discrepancy in the data provided by the author of the article, or if any unexpected ambiguities appear, he/she asks the author for data completion and correction and suspends the approval procedure until the required data are provided.

The remuneration according to this Decision is applied to applications for payment of a publication remuneration filed on 1 March 2021 and later.

This Decision becomes valid on the date signed and enters into effect on 1 March 2021.

In Hradec Králové on 29 January, 2021

doc. RNDr. Jan Kříž, Ph.D.
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