

Directive on Research & Development Evaluation System

Name of the Internal Regulation	Directive on Research & Development Evaluation System
Number of the Internal Regulation	uvs.pro.034

Additionally ∨

Article 1: General Provisions

(1) This directive is issued in accordance with Section 70, Paragraph 1 of Act No. 111/1998 Coll., the Higher Education Act and the Amendment of Other Acts (hereinafter referred to as the "Act"), and in accordance with the Statute of Unicorn University. It establishes the rules and procedures for evaluating the results of creative activities carried out by academic and research staff at Unicorn University (hereinafter referred to as "UU"), with the aim of promoting high-quality outcomes in science and research. The directive primarily aims to:

1. support the quality and excellence of creative activities conducted by UU academic and research staff, and to reward their high-quality publication outputs;
2. promote scientific work in areas important for the career advancement of academic staff and for the accreditation of study programs at UU;
3. support the increasing societal and professional impact of excellent publication outputs produced by UU academic and research staff.

(2) This directive is binding for all academic and research staff of UU.

(1) The objective of the university's scientific activity is to advance scientific knowledge in areas corresponding to its fields of expertise, while simultaneously supporting a high level of education provided. The university therefore expects academic and research staff to engage in continuous scientific and research activities, particularly those serving as guarantors of courses or study programs. Accordingly, the university introduces institutional support tools aimed at increasing motivation for active involvement in research work and the production of high-quality scientific outputs.

(2) It is the obligation of every academic or research staff member of UU to continuously submit their publications affiliated with UU (see below) to the internal Expert Committee, which evaluates the specific result of the submitted output. This committee consists of representatives of UU in the following composition:

- a) the president,
- b) the vice-president for science and research,

Article 2: Evaluation of Scientific and Research Outcomes

- c) vice president for international affairs,
- d) the guarantors of relevant university programs, and
- e) the heads of relevant research groups.

- (3) The Expert Committee evaluates publications with regard to their quality (see below). The evaluation is conducted in accordance with the Methodology for the Evaluation of Research Organizations and Programs of Targeted Support for Research, Development, and Innovation (hereinafter referred to as "M17+").
- (4) In evaluating outputs, the Expert Committee also considers potentially predatory journals, which UU avoids in its work in order to maintain sufficient quality and relevance of outputs as well as the good reputation of the university.
- (5) Only the results of scientific and research activities produced by academic or research staff within their employment relationship with UU (with research output affiliation linked to UU) are included in the evaluation process.

Article 3: Types of Assessed Publication Outputs

1. Articles Published in International and National Journals of Type Jimp or Jsc

- (1) Articles published in respected international and national journals that adhere to standard peer-review procedures (i.e., reviewed by at least two expert reviewers) are subject to evaluation. Only texts labeled as "Article," "Review," or "Letter" published in journals indexed in the Web of Science (hereinafter "WoS") database (Jimp results according to M17+) or the Scopus database (Jsc results according to M17+) are considered. The main metric for journals is the Article Influence Score (AIS) calculated based on the WoS database and its respective quartiles.
- (2) Outputs published in so-called predatory or problematic journals will not be evaluated. In cases of uncertainty, the quality of the target journal must be consulted in advance with the UU vice-president for science and research. In case of ambiguity, the decision on whether a journal is considered predatory rests with the UU President.
- (3) If a journal is indexed and ranked in both the WoS and Scopus databases, it will always be evaluated as Jimp. If a journal falls into multiple subject categories in WoS or Scopus, the calculation for point evaluation will use the category with the higher score.
- (4) If the output has multiple authors, the point evaluation will correspond to the proportional share of the author in the total number of authors or their explicitly stated creative contribution in the output.
- (5) If the author indicates affiliations with multiple institutions for the output, the point evaluation will be divided by the total number of affiliations, with foreign affiliations counted only up to one and excluded from the total number of affiliations.
- (6) Point evaluation is awarded to the academic or research staff member for authoring a professional monograph (type B result according to M17+) published by a respected publisher.
- (7) If the output has multiple authors, the evaluation will be calculated proportionally based on the number of authors (or the author's specified creative contribution, if indicated).
- (8) If the author indicates affiliations with multiple institutions for the output, the point evaluation will be divided by the total number of affiliations, with foreign affiliations counted only up to one and excluded from the total number of affiliations.

2. Professional Monographs

3. Professional Monographs

(9) Point evaluation is awarded to the academic or research staff member for authoring a chapter in a professional monograph (type C result according to M17+) published by a respected publisher.

(10) If the output has multiple authors, the evaluation will be calculated proportionally based on the number of authors (or the author's specified creative contribution, if indicated).

(11) If the author indicates affiliations with multiple institutions for the output, the point evaluation will be divided by the total number of affiliations, with foreign affiliations counted only up to one and excluded from the total number of affiliations.

4. Conference Papers

(12) Unicorn University also supports the presentation of research activities through conference papers subsequently included in full-fledged conference proceedings — in the form of a complete article, not an abstract or extended abstract. Recognized conferences include both international and domestic events, provided that the conference proceedings are indexed in WoS or Scopus databases and the conference itself is a significant event in the field. Alongside the conference's quality, the quality of the corresponding proceedings will also be evaluated.

(13) Conference support includes partial coverage of conference costs. If the conference is funded by UU resources, unique affiliation of authors is expected. If multiple affiliations are needed, a specific request for support can be submitted, which will be assessed individually.

(14) The maximum expected amount of covered costs is CZK 60,000 for international conferences and CZK 20,000 for domestic conferences. Applications for support must be submitted to the vice-president for science and research well in advance.

Article 4: Point Evaluation of Publication Outputs and Project Activities

1. Point Evaluation of Publication Outputs

(1) Based on the decision of the Expert Committee, publication outputs may be awarded point evaluations according to the following table and taking into account any applicable adjustments, using the following formula:

Author's publication points = Basic publication points for a scientific output / Number of authors of the output × Number of author's affiliations

$$\text{Publikační body autora} = \frac{\text{Základní publikační body za vědecký výstup}}{\text{Počet autorů výstupu} \times \text{Počet afiliací autora}}$$

Type of Output	Basic Publication Points for a Scientific Output
----------------	--

WoS article D1	P
WoS article Q1	80
WoS article Q2	40
WoS article Q3	30
WoS Q4, Scopus Q1–Q3	15
Scopus Q4	5
Foreign Monograph (peer-reviewed)	15-20
Domestic monograph (peer-reviewed)	4-6
Chapter in a scholarly book (peer-reviewed)	1-3
Conference proceedings indexed in WoS or Scopus	2

- (2) The point value assigned to a specific output may be reduced in cases where the scientific field of the output (for example, the subject area of the journal) does not align with the field of the study program or with the subject taught by the author at the university.
- (3) In exceptional cases, when an output demonstrates outstanding excellence or provides a significant specific contribution to the university, the point value assigned to that output may be increased beyond the aforementioned limits.
- (4) Decisions regarding reduction or increase of the point value are made by the Expert Committee; see Article 2.

2. Point evaluation of Project Activities

- (5) During the evaluation period, the university also assesses the activity of its academic and research staff in obtaining external funding to support scientific research activities conducted at the university.
- (6) The evaluation includes activities in basic research, applied research, and experimental development as defined by the Frascati Manual, provided these are financially supported by a grant agency, government body, or similar organization. Relevant activities are awarded Project Points, as shown in the following table.

Project Activity	Project Points
------------------	----------------

Submission of a proposal for an international project for external funding of scientific activities at UU (as principal investigator or co-investigator on behalf of UU)	12
Acquisition of an international grant project providing external funding for scientific activities at UU (as principal investigator or co-investigator on behalf of UU)	40
Submission of a proposal for a project for external funding of scientific activities at UU (as principal investigator or co-investigator on behalf of Unicorn University)	6
Acquisition of a grant project providing external funding for scientific activities at UU(as principal investigator or co-investigator on behalf of UU)	20
Participation in project execution cumulatively (for at least 8 months in the given calendar year in the role of principal investigator or co-investigator)	4

Article 5: Evaluation of Scientific Work of Academic and Research Staff

- (1) All publication results of research, development, and innovation, as well as project activities, are evaluated for the previous calendar year.
- (2) Academic and research staff must submit their outputs for the calendar year by the end of January of the following calendar year.
- (3) All points awarded to the author (Publication Points and Project Points) approved by the Expert Committee, which the employee earned in the previous calendar year, are totaled and serve as the basis for placing the employee into a Scientific Activity Category, referred to as the employee's Annual R&D Point Score. Based on this point score, each academic or research staff member is assigned to one of the Scientific Activity Categories for the calendar year following the year in which the points were evaluated.

Employee's Annual R&D Point Score	Scientific Activity Category
0	E – Inactive scientific activity
1-5	D – Basic scientific activity
6-15	C – Active scientific activity
16-25	B – Above-standard scientific activity
26 or more	A – Excellent Scientific Activity

(4) For all academic staff:

- a. who serve as guarantors of programs or courses forming the core and theoretical foundations are expected to achieve at least Category C;
- b. with an employment workload equal to or greater than 0.5, and who do not meet the conditions of point a, are expected to achieve at least Category D.

(5) For all research staff:

- a. with a full-time workload (1.0) are expected to achieve at least Category B;
- b. with a workload greater than 0.5 but less than 1.0 are expected to achieve at least Category C;
- c. with a workload of 0.5 or less are expected to achieve at least Category D.

(6) An academic or research staff member may be awarded an individual annual bonus based on the evaluation of their publication results and project activities, amounting to CZK 2,000 per Author Publication Point and CZK 1,000 per Project Point.

Article 6: Transitional and Final Provisions

(1) The provision of the above-mentioned conference support and rewards for publication and project activities is subject to the financial resources available in the given year, and there is no entitlement to their provision.