



MEASURES OF THE DEAN OF THE FE No. 170/2020

Publication and pedagogical standard of an academic / research staff at the Faculty of Economics of the University of South Bohemia in České Budějovice

28 August 2019

Article 1 Introductory Provisions

This document sets out the minimum requirements for the performance of the academic / research staff at the Faculty of Economics of the University of South Bohemia (the FE USB), especially with regard to the priority of the FE USB in strengthening the competitiveness of the faculty and its position in the field of accreditation processes. Setting these standards has the following goals:

- 1) Clear setting of requirements for scientific and pedagogical performance of individual employees, even in connection with external evaluation of the workplace.
- 2) Improving the position of the faculty in the newly set accreditation processes. Improving the personnel structure so that all academic staff are beneficial staff for the accreditation process.
- 3) Support for the professional growth of employees, with regard to the support of quality publication outputs, support for the selection of suitable journals for publications, selection of suitable conferences so that the results bring recognition by the scientific community, leading to long-term recognized and unquestionable results (independently on current methodology) .

Article 2 Introduction of Personal Identifiers for Unambiguous Identification of the Author of the Published Result at the FE

For the purposes of unambiguous identification of the authors of published results, the following identifiers will be primarily used at the FE:

- 1) ORCID ID - 1D of the international identifier ORCID ID (Open Research and Contributor ID).
- 2) Researcher ID - identifier of the Web of Science database.
- 3) Scopus Author ID- identifier of the Scopus database.

All publishing employees of FE and students of DSP EF (Doctoral Study Programme) in full-time form (hereinafter referred to as 'authors') have the obligation to establish and manage the



content of their identifiers so that the publication profiles of individual identifiers contain all evaluated results before the evaluation (usually May).

Methodological support for the establishment and management of identifiers is available on the website of the Faculty of Economics of the University of South Bohemia in the section R&D / Evaluation of research and development / Identifiers (http://www.ef.jcu.cz/ved_aa-vyzkum/hodnoceni/identifikatory-pracovniku-ef).

Article 3 Evaluation of Publishing Activities

The evaluation of publication activity is carried out for each academic/research staff separately and is updated once a year, usually in the month of May.

The evaluation of minimum publication activity shall be carried out as follows:

- 1) The evaluation shall be carried out on a rolling basis for the last 5 years, i.e. the results for the years 2014 -18 shall enter the evaluation in 2019.
- 2) Only results that do not show the characteristics of predatory journals are evaluated (for details, see the R & D website of the FE USB) and that the employee has entered in the OBD database within the prescribed time limit and has updated them in his/her ORCID profile, see Article 2 of this document.
- 3) Author's shares are not taken into account for the calculation of the publication minimum.
- 4) The evaluation of the individual outputs is as follows:

| Category | Publication type1 | Score |
|----------|---|-------|
| D10 | Research article with IF in the first decile | 7 |
| Q1 | Research article with IF in the first quartile | 5 |
| Q2 | Research article with IF in the second quartile | 4 |
| Q3 | Research article with IF in the third quartile | 3 |
| Q4 | Expert article with IF in the fourth quartile | 2 |
| Sc | Expert article indexed in Scopus | 1 |

5) Each staff member, except lecturers, is required to report at least five publications in RIV (Register of Information on Results) in the last five years with a focus on the subjects taught, at least three of which are in the Se+ category. If this is not the case, the staff member does not meet the minimum publication standard.

At the same time, each member of staff must achieve at least the minimum number of points through his/her publications; these points are based on the position of each member of staff. For individual academic staff, they are as follows (for research staff, double compliance is required):



| Category | Minimum 5-year points |
|---|------------------------------|
| Lecturer | 0 |
| Assistant Professor | 3 |
| Assistant professor with an academic degree | 6 |
| Associate Professor | 8 |
| Professor | 10 |

The Dean may decide to reduce these requirements for some specific employees (e.g. practitioners) or to replace these requirements with other outputs (patents, contracts from which a significant share of the profit remains with the FE, etc.).

1 For the definition of results, see the current Methodology for the evaluation of research organisations and programmes of targeted support for research, development and innovation.

The evaluation of an article in a journal with a non-zero IF is based on the IF quartile valid at the time of the evaluation. If a journal has more than one quartile in different subject categories, the best quartile is taken for evaluation purposes, i.e. Q1 takes precedence over Q2, etc.

Article 4

Minimum Teaching Activity – Average Weekly Hours of Direct Teaching

Minimum average weekly hours of direct teaching (calculated over the last 2 years):

| category of teaching staff | average number of weekly hours |
|---|---------------------------------------|
| Professor | 6 |
| Associate Professor | 8 |
| Assistant Professor (with Ph.D./CSc.) | 10 |
| Assistant Professor (studying Ph.D. - max. 4 years) | 13 |
| Assistant Professor without academic degree (studying more than 4 years, not studying) | 16 |
| lecturer | 18 |

The requirement may be reduced by the faculty management in the case of an academic staff member's position (Head of department, Vice-Dean, Dean) or in the case of excessive workload associated with the supervision of multiple courses, by 2-4 hours per week.

In addition, Life-long Education Programme, University of the Third Age, etc., may be included in this part if the staff member has not been paid separately for these courses.

Article 5

Checking Compliance with the Minimum Requirements

The compliance with the minimum requirements in the field of science and teaching is checked once a year, usually during the month of May, so that its results are known before setting new performance bonuses valid from July of the given year.



Ekonomická
fakulta
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of Economics

Jihočeská univerzita
v Českých Budějovicích
University of South Bohemia
in České Budějovice

The evaluation of part-time staff follows the same rules; the standards achieved must be met as appropriate to the time commitment. Similarly, staff who have taken e.g. parental leave or have been on long term sick leave (more than ½ year) etc. or have joined more recently must meet the standards to the extent that they reflect these facts.

In addition, the time that has elapsed since the publication of this measure is also taken into account.

Academic and scientific staff who do not meet the minimum requirements set out in this measure are not eligible for a performance bonus. Further sanctions (wage adjustment in accordance with the valid wage regulations - change in the classification of the academic staff member = function change, reduction in working time, termination of employment, etc.) shall be decided by the Dean of the Faculty on the basis of a proposal by the relevant Head of Department.

This measure comes into force on 1 September 2019 and cancels the Measure of the Dean of the FE No. 167/2019.

doc. Ing. Dr. Dagmar Škodová Parmová
The Dean of the Faculty of Economics