

# Measures to Strengthen Excellent Creative (Research) Activity of Academic and Scientific Staff of the PŘF UHK

## Paragraph 1

In an effort to create a positive motivational environment that directs the academic and scientific staff towards excellence, financial rewards for creative (research) activity are divided into several subcategories. The aim is to reward in some way both the quantitative and, above all, the qualitative aspects of publishing and other creative (research) activities. The rewards can be characterised as both “*for long-term creative (research) work*” and “*immediate rewards for excellence of output*”.

## Paragraph 2

### Personal incentive bonus of an academician

The scientific and research performance of each academician is one of the components used to determine their personal incentive bonus according to Dean's Decision No. 7/2016, and the *quality* of their *publication outputs* is a very important factor.

## Paragraph 3

### Immediate reward for a scientific article published in a journal listed in the WoS or Scopus citation database

This reward is intended as a one-time evaluation of the quality of creative (research) work and is paid to a PŘF UHK employee or student immediately in the next pay period after approval of the accuracy of all data supplied by the author of the article to **the Vice Dean for Creative Activities**.

The award is granted for an article with flags Article, Review or Letter published in a journal in the database:

- WoS, and this journal has a non-zero AIS<sup>1</sup> value (for FORD 1-6) and is located here in quartiles Q1 or Q2, or

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<sup>1</sup> The application shall be entered in accordance with the last published AIS ranking of the journal as calculated in WoS, and the applicant shall always refer to Annex 1 to this Decision for the current data.

- Scopus, and this journal has a non-zero *SJR*<sup>2</sup> value (for FORD 5 and 6 only) and is located in the Q1 or Q2 quartiles.

The article must include the **PřF UHK as one of the addresses and the article must include an acknowledgement to PřF UHK for financial support.**

This financial reward is paid to the authors of the article in three stages:

- In the "First stage," which occurs immediately after the approval of the payment of the financial reward by the vice-dean for creative activity (which is a maximum of one month after the submission of a correctly completed application by the authors), the financial reward is paid in the amount of 60% of the sum of the financial amounts that the article would bring to the faculty budget in 202X in the incentive part of the Long-Term Conceptual Development of a Research Organization (DKRVO) and in the Bonus for Quality (PPK)<sup>3</sup>.
- In the "Second stage," which takes place from 15. 11. year 202X, rewards are paid according to the methodology described in Paragraph 4 of this dean's decision. If the sum of the funds paid in the "First Stage" and the funds requested in the "Second Stage" is higher than the amount planned in the budget of the faculty for these rewards in 202X, the authors in the "Second stage" will be paid the proportional part of the rewards referred to in Paragraph 4 so that the budget planned for these rewards in 202X is exhausted.
- In the "Third stage," which takes place from 1. 12. of 202X, with the balance of all funds that were planned in the faculty budget for these awards in 202X, after the payment of awards in the "First Stage" and "Second Stage"), divided into individual articles in the same proportion as the financial amounts were paid out to these individual articles in the "First Stage", in which one of the co-authors is employee of UHK Faculty of Science with FTE min. 0,7 or more, the same it is also valid for student PřF UHK.

The specific calculation of the amount of the reward in the "Third Stage" is evident from the excel spreadsheet attached<sup>4</sup> to this Dean's Decision. The distribution of the amount among the domestic authors of the PřF UHK (authors who have given at least one of the addresses of the PřF UHK) is at their discretion.

All academicians whose average teaching load in the last two completed semesters prior to the date of application corresponded to the minimum teaching load specified in the Internal Wage Regulations of the UHK are entitled to the maximum remuneration. If the academician is employed on a part-time basis, taking into account only the hours paid for from Jobs 1000 and 22\*, the minimum teaching load requirement is reduced according to the actual load. In addition, students and

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<sup>2</sup> The application shall be entered in accordance with the last published *SJR* ranking of the journal as calculated in Scopus, and the applicant shall always refer to Annex 2 to this Decision for the current data.

<sup>3</sup> These two values will be published annually in Annex 3 to this Decision.

<sup>4</sup> See Annex 4 to this Decision.

researchers employed on an agreement to perform work aimed purely for the publication of articles are entitled to the maximum reward.

A researcher without regular teaching is automatically entitled to a remuneration of one tenth of the maximum amount. The remainder of the calculated amount may be used, at the suggestion of the immediate superior, to cover the staff member's regular wage. Academicians with a lower teaching load may have their remuneration reduced proportionately at the suggestion of their direct superior.

The amount used to pay the publication fee (APC) may also be deducted from the reward at the suggestion of the direct superior if this fee was paid from the resources of the worksite.

The author (or co-author) of an article can receive the reward only after all of the following conditions have been met:

- a) He/she delivers the completed excel form (attached to this decision) to the Research Officer;
- b) He/she entered this article into OBD as the home author of the PřF UHK and this record has the status "Accepted" in OBD;
- c) He/she uploaded a copy of his/her published article (it must be listed in the databases only with the flag Article, Review or Letter, one of the addresses must be the PřF UHK, and in the article, there is an acknowledgement to the PřF UHK for financial support);
- d) The reference to this article is already listed in WOS (but is not listed here in Early Access only) or Scopus (for FORD 5 and 6 only);
- e) The journal is assigned an AIS indicator value in the WoS database or for FORD 5 and 6 in the Scopus database with a non-zero value of the SJR indicator;
- f) When filling in the excel application form, the following conditions must be observed:
  - the type of FORD that precisely corresponds to the content of the article and was identically listed by the authors for this article in the OBD,
  - the WoS category or the Scopus category (only if FORD 5 or 6 was entered in the OBD) in which the journal is the best is chosen and entered in the form:
    - In the section of the form on the **total number of journals**, the total number of journals that have calculated AIS in the selected WoS category (i.e., SCIE, ESCI and AHCI) or the total number of journals of the category in Scopus (only for FORD 5 or 6) is filled in;
    - In the **category ranking** section of the form, the ranking of the journal in this WoS category according to the AIS indicator or ranking of the journals in the given category in Scopus according to the SJR indicator (only for FORD 5 or 6) is filled in;
  - In the section of the form on the number of all authors:

- The field **Number of all authors from the Czech Republic** shall contain the number of authors (including the applicant) who have at least one of their addresses listed as the address of a Czech research institution;
- The field **Number of all authors outside the Czech Republic** contains the number of foreign authors, i.e. those authors who have only addresses of foreign universities and research institutions;
- In the section of the form on domestic authors, the names of all co-authors who have given the PřF UHK as at least one of their addresses are filled in (the percentage of the total amount of money divided among these domestic authors must be 100%).

If the Vice Dean for Science finds inconsistencies in the data provided by the author of the article or if unforeseen ambiguities arise, then he/she will request the author to complete and correct the data and will suspend the approval process until the necessary data are completed.

#### **Paragraph 4**

#### **Special award for the most excellent article by the author**

The aim is to strengthen the emphasis on quality of publications and its priority over quantity. This reward is paid only to internal authors with a total time work load of 0.7 or more and to students, always in the December pay period (November wage). The employee shall apply for payment of the reward, listing all his/her T1 or T5 publications published from 1 November of the previous year to 31 October of the relevant calendar year, and shall deliver the application<sup>5</sup> to the Research Officer no later than by 15 November of the relevant year. If the author's total authorship share (calculated as the inverse of the number of all authors of the publication divided by the number of addresses of the domestic author) in the publications in a given year is less than 1.0, additional publications in the D1 and Q1 categories may be added to the total authorship share of 1.0. The amount of the remuneration is calculated according to the total author's share of publications according to the following table. The amounts are always multiplied by the author's share in the category.

<b>Category</b>	<b>Reward</b>
T1 (top 1% of journals in the category)	CZK 200,000
T5 (top 5% of journals that are not T1)	CZK 125,000
D1 (top 10% of journals that are not T5 or T1)	CZK 75,000
Q1 (top 25% of journals that are not T1, T5 or D1)	CZK 50,000

<sup>5</sup> The application form for this extraordinary reward can be found in Annex 5 of this Dean's Decision.

## **Paragraph 5**

If the article is published in a publishing house suspected of having a lower standard of peer review, the Dean may decide not to pay the rewards according to paragraphs 3 and 4 of this Decision.

## **Paragraph 6 Final provision**

According to this Decision, publications for which the payment of remuneration is requested on or after 1 September 2024 will be rewarded.

**Only a current student or employee of PřF UHK can apply for this reward.**

This Decision shall enter into force and effect on the date of signature.

This Decision cancels the Dean's Decision No. 14/2023. The Dean's Decision No. 14/2023 continues to govern the payment of remuneration requested until 31 August 2024.

In Hradec Králové, 30 August 2024

RNDr. Alena Myslivcová Fučíková, Ph.D.  
Dean