![Shifa Tameer-e-Millat University logo] **Shifa Tameer-e-Millat University**
شفــا تعميــرِ ملّــت یونیورسٹی

REVISED POLICY ON RESEARCH REWARD

Ratified/Approved by the Syndicate in its 32nd meeting held on June 24, 2022 upon
recommendations of the Academic Council and
the Graduate Studies and Research Management Council

- Publishing scientific research is deemed as one of the most essential jobs and anticipated tasks of faculty members and researchers at Shifa Tameer-e-Millat University (STMU).

- The Research Reward Program aims at rewarding and honoring the efforts of outstanding researchers at STMU and to encourage other faculty members to aspire for high quality research.

- The policy also aims at increasing research productivity and quality, enhancing STMU research culture and uplifting the University's academic and research portfolio.

Objectives:

- Elevate the academic and applied research at STMU to the highest levels.

- Encourage publication in leading national & international journals.

- Contribute actively toward achieving internationally recognized research-excellence.

- Foster collaboration with international researchers worldwide.

- Encourage diversification of scholarly outcomes[1].

Guidelines and General Eligibility Requirements:

Faculty members submitting application for incentives must fulfill the following eligibility criteria:

- The applicant must have published his/her article/book/book chapter/patent during his / her regular **employment period at STMU, and should reflect proper affiliation with STMU in such publication**.

---

[1] Included but not limited to peer reviewed research, book chapter, grants, conference presentations etc.

- The same scholarly work/publication cannot be submitted **more than once**.

- It should be **indexed in one or more** of the following databases: *Web of science (WoS) or Science Citation Index (SCI)/SCI-Expended or Social Sciences Citation Index (SSCI) or Scopus database.*

- A Book and "**Article type**" which is either "**full paper**", or "**systemic review**" or "**note on original findings**" or "brief communications (original findings)" publications are considered for rewards. Publications under "Letters to the Editor", "Editorial", "Case-study report", "Correspondence", etc. do not qualify for rewards.

- Applications for research rewards will be invited and disbursed on a quarterly basis from the research data submitted to the online form (Appendix I) as per the following deadlines:

  - o 31st of March
  - o 30th of June
  - o 30th of September
  - o 31st of December

- The research **reward is given to all regular, full time faculty members from STMU, and who are employed with the University at the time of application deadlines,** and shall be awarded according to the Reward Distribution Grid (RDG) below:

Authorship	Type 1 General paper		Type 2 Publication	Type 3 Book	Type 4 Chapter
	Scopus PKR	**Web of Science PKR**	**Nature, Science NEJM, Lancet, JAMA etc IF > 30***	**Type 3** Book	**Type 4** Chapter
1st	10,000	15,000	120,000	30,000	15,000
2nd	8,500	13,000	100,000	26,000	13,000
3rd	7,000	11,000	80,000	22,000	11,000
4th	5,500	9,000	60,000	18,000	9,000
5th	4,000	7,000	40,000	14,000	7,000
6th & above	2,500	5,000	20,000	10,000	5,000

*IF = Impact Factor

Note: Only the faculty member of STMU and Shifa International Hospital (SIH)[2] are eligible for research rewards. If the STMU / SIH author has published jointly with external authors, only STMU employee is eligible for the reward commensurate with his / her contribution mentioned in the RDG above. PI shall be paid Pak Rupees 7,500/- for Type 1, and Pak Rupees 15,000/- for Type 2 in-addition to, and irrespective of his authorship position as per RDG above.

Type 1- General Papers:

- These constitute papers published in journals which are *listed in Web of science (WoS) or Science Citation Index (SCI)/SCI-Expended or Social Sciences Citation Index (SSCI) or Scopus database*.

Type 2 Nature or Science Journals:

These constitute publication in *Nature or Science or any journal* with an impact factor of 30 and above.

Type 3 - Book:

- Author/s of a reviewed/refereed book (not editorial book nor thesis) published by a reputable international publisher[3].

Type 4 - Book Chapter:

- Author/s of a reviewed/refereed book chapter (not editorial book nor thesis chapter) published by a reputable international publisher as mentioned under Type 3 - Book.

Type 5 - Extramural Funding:

- Principal Investigator (PI) who secured extramural funding will receive research funding (20% of the value of secured extramural funding) for follow up/ progression of the research stream / concept for which the extramural funding was acquired within 2 years of completion of the research study.

Type 6 - Patents

- Researchers who have successfully registered a patent shall be given a STMU plaque in recognition of his / her efforts.

---

[2] SIH faculty must mention affiliation with "Shifa Tameer-e-Millat University" in their publication
[3]Elsevier, Blackwell, Springer Nature, Willey publishing or such publishers having international publishing locations in technologically advanced countries

Type 7 - Highly Cited Researcher:

- Full time regular faculty member whose name is listed by the Institute for Scientific Information [*] (ISI) as a "highly-cited author" shall be given preference in his/her research project funding approval.

  * https://clarivate.com/webofsciencegroup/researcher-recognition/

Type 9: Researcher of the Year:

- Researcher of the Year Awards will be offered annually to the most active faculty member. The criteria may include but not limited to the following activities:

  o

Activity	Score
Research publications **Journal articles** **Type 1** Up to 10 More than 10	10 per article 15 per article
Type 2 Up to 5 More than 5	20 per article 30 per article
Book chapter / Book	20
Cumulative Impact factor* <2 2 – 10 10 – 20 >20	5 10 20 40
Extramural Research grants Up to 0.5 Million Up to 1 million Pak Rupees Up to 5 million Pak Rupees Up to 10 million Pak Rupees More than 10 million Pak Rupees	10 20 30 40 50
Conference presentations Number of Posters Up to 5	3 per poster (Max 15)

More than 5	5 per poster
Number of Oral presentations Up to 5 More than 5	5 per oral presentation (Max 25) 7 per oral presentation
Student Research Supervision completed Number of Undergraduate students *No. of Postgraduate students	 2.5 per student for the said year 5 per student for the said year
Patent that leads to royalty/ monetization	10

* Only the research supervision of the students enrolled in STMU offered postgraduate program shall be considered.

- The award shall be Pak Rupees 100,000 and a certificate of honor. Active research of the year shall also be given preference in acquiring further research funding. A tie between the two researchers shall be settled by adding 1 point for his/her cumulative impact factor (from the articles published) and/or total grants (extramural) obtained with STMU.

Type 10: Article Processing Charges (APC):

STMU shall reimburse 50 % of the APC for an international journal with a minimum impact factor of 2.0. Only the PI shall be eligible for APC reimbursement. Authors must be full time regular employee or a graduate student of STMU. Graduate students may be eligible for this award, if the research work is done while being a student at STMU and the work is co-authored by STMU faculty members. Authors who seek help with APCs and are successful, shall not be eligible for other research reward (Type 1 -4).

Type 11: Conference / Workshops Attendance

Shifa Tameer-e-Millat University (STMU) recognizes the significance of attending conferences in networking and equipping the academic and research family with professional skillsets. The policy applies to conferences, congresses, workshops and symposia. STMU encourages attendance of acceptable conferences with the aim to ensure that every academic and research family member has the opportunity to attend and benefit from the conference.

A. Postgraduate students

Students can attend conferences and / or workshops based on the approval of their Colleges' Deans and University Management. The students can attend a conference or a workshop only once during his/her period of study. The eligibility criteria, procedures and entitlements are as follows:

Criteria:

1. Students are eligible to apply for conference attendance after spending one academic year as a graduate student.

2. The paper to be presented must be related to the field of Study of the student.

3. The conference must be indexed by SCOPUS or Web of Science.

4. The paper to be presented must be reviewed and approved by course / programme coordinator or Thesis/project Advisor/supervisor.

5. The Student's affiliation to Shifa Tameer-e-Millat University must be clearly stated on the paper

Procedure:

After the paper is accepted for presentation in the conference, the student must follow the following procedure, at least one month prior to the first day of the conference:

1. Submit the accepted paper (in PDF format) to be uploaded on Shifa Tameer-e-Millat University website.

2. Submit the form and the signed Note of Commitment to the Department Chair for recommendation and forward it to the Dean for approval.

3. The Dean will review the Conference Attendance Request and forward the approved request to Directorate of Research for action.

4. All College Deans are required to keep all Conference Attendance Request, approved and disapproved, with justifications to be submitted to the University audit and Compliance Committee.

Entitlements:

1. Conference registration fees

2. Workshop(s) registration fees (if relevant to area of interest and enhancing skillset)

3. Travelling, boarding & lodging expense shall NOT be admissible.

B. Faculty and Research Staff

Faculty and Research staff can attend conferences and / or workshops based on the approval of their Colleges' Deans and University Management. They are eligible to apply to attend a research conference or a workshop where they hold a continuing or fixed-term Academic appointment and where:

Criteria:
1. They are invited to present a paper at the conference; or
2. They are one of the authors on the paper being presented at the conference; or
3. They have significant involvement in organising the conference; or
4. Their attendance will demonstrably and significantly contribute to the research priorities of their Faculty or Institute or
5. Their attendance will demonstrably and significantly contribute to their own professional development.
6. The paper to be presented must be related to the area of expertise or research of the faculty/ research staff.
7. The paper to be presented must be reviewed and approved by Head of the Department
8. The affiliation of the Faculty and Research Staff to Shifa Tameer-e-Millat University must be clearly stated on the paper

Procedure:

Faculty & Research staff should ideally express their interests in attending a conference / workshop during their annual appraisals. This should be communicated to Directorate of Research so that the expense could be budgeted for the upcoming fiscal year.

1. Submit the accepted paper (in PDF format) to be uploaded on Shifa Tameer-e-Millat University website.

2. Submit the form and the signed Note of Commitment to the Head of the Department for recommendation and forward it to the Dean for approval.

3. The Dean will review the Conference Attendance Request and forward the approved request to Directorate of Research for action.

4. All College Deans are required to keep all Conference Attendance Request, approved and disapproved, with justifications to be submitted to the University audit and Compliance Committee.

Entitlements as per Appendix II

Appendix I

For **Journal publications**, please use the following link:

https://docs.google.com/forms/d/e/1FAIpQLSd3prYwoNdRywYxcxlajaHsRaVK1RwqLj9rldPNUjl5EwvSRw/viewform?gxids=7628

For **Book / Book chapter publications**, please use the following link:

https://docs.google.com/forms/d/e/1FAIpQLSfq_kRG6RnpGr4pY3lXbKrws502mnGu5D3aWt7YE9ruGiP8tw/viewform?gxids=7628

For **Conference proceedings** records, please use the following link:

https://docs.google.com/forms/d/e/1FAIpQLSf6EfeM9EnYfNL8_2pS58bH6smAsLyEGXPw4knh6a6FMAzs_Q/viewform?gxids=7628

Appendix II:

Conferences indexed with SCOPUS / Web of Science:

Sr.	Nature of attendance	Academic Title & employment status	Conference registration	Workshop(s) registration	Travelling expense*	Boarding and lodging expense*€
1.	Conference attendance only	Assistant professors and above	50%	50%	25%	25%
2.	Original paper presentation		100%	100%	75%	75%
3.	ΨWorkshop facilitator	Deans, Principals, Directors, HoDs			35%	35%
4.	Poster presentation		NIL	NIL	50%	50%
5.	Conference organizers	Conference should preferably facilitate/fund its organizing team. In case it is not possible, then 50% of all the categories (from Serial 1 to 4) shall be paid by the University with an understanding of University representation in conference brochures, insignias as organizer etc.				

Ψ Only if the workshop organisers have not covered the expenses

* Only one category (whichever is financially higher) will be recommended for financial approval.

** Actual financial approvals are subject to availability of funds.

€ Travelling, Boarding and lodging expense applicable only for out station conference venues and more than one day proceedings respectively.

Conferences not indexed:

Sr.	Nature of attendance	Academic Title & employment status	Conference registration	Workshop(s) registration	Travelling expense*	Boarding and lodging expense*€
1.	Conference attendance only	Assistant professors and above.	NIL	NIL	15%	15%
2.	Poster presentation				25%	25%
3.	Original paper presentation	Deans, Principals, Directors, HoDs.	75%	75%	50%	50%
4.	Ψ Workshop facilitator				15%	15%
5.	Conference organizers	Conference should preferably facilitate/fund its organizing team. In case it is not possible, then 50% of all the categories (Serial 1 to 4) shall be paid by the University with an understanding of University representation in conference brochures, insignias as organizer etc.				

Ψ Only if the workshop organisers have not covered the expenses

* Only one category (whichever is financially higher) will be recommended for financial approval.

** Actual financial approvals are subject to availability of funds.

€ Travelling, Boarding and lodging expense applicable only for out station conference venues and more than one day proceedings respectively.