

Charles University in Prague,  
Faculty of Social Sciences, Institute of Political Studies

**Notice of the Director no. 1/2019**

Title:

Long-Term Evaluation of Publication Performance and the System of Evaluation of  
Science at IPS FSV UK

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**I) General Provisions**

**Aim of the evaluation:**

- 1) To define the minimum long-term publication performance of an IPS scientific and teaching staff member and make this performance a necessary condition for the continuation of the employment relationship, i.e. to enable the IPS management to demonstrate that a particular staff member is not achieving the minimum required performance and, on this basis, to enable consideration to be given to the possible termination of his/her employment relationship, in particular with regard to the transition to an indefinite duration contract of employment.
- 2) To provide individual IPS staff members with feedback on their publication performance.
- 3) To increase the publication performance of IPS as an institution.

**Aim of the evaluation is not:**

- 1) To measure the cumulative performance of the employee in all possible activities of his/her activity (research, teaching, grants, cooperation with foreign countries, etc.)**

The aim of the Long-Term Evaluation is only to define a minimum long-term publication performance with regard to the continued employment, while non-publication performance is

evaluated under other evaluation systems (Short-Term Evaluation, Evaluation of Obligations Arising from Job Descriptions - see below).

## **2) To quantify the performance of the staff member**

The distinction of A-C categories serves to increase the motivation of staff members to achieve excellent results and to differentiate the level of quality within the otherwise very heterogeneous A-C categories. The points assigned to each output are not intended to reflect the intrinsic value of these outputs, but rather their qualitative distinctiveness.

The point values are, therefore, only approximate or indicative and are intended to provide some options that would be difficult to achieve in a purely qualitative evaluation. These possibilities include the possibility of being placed in a higher category of evaluation on the basis of a higher number of lower-value results (by adding up the points obtained) or taking into account a higher number of authors or part-time workloads (division and multiplication of points).

## **II) Linkage to other systems of evaluation at IPS**

### **1) Short-term (semi-annual) evaluation**

The Short-term evaluation is an evaluation of the short-term and cumulative performance of the employee and the consequence of the evaluation is the amount of the salary (remuneration, personal evaluation). On the other hand, the Long-term evaluation is an evaluation of whether the staff member is meeting the minimum long-term publication performance that a scientific and teaching staff member working at IPS should periodically achieve, and the consequence is the continuation of the employment relationship.

### **2) Evaluation based on Job Descriptions**

The IPS management (director, heads of departments) may also conduct periodic evaluations of individual staff members based on whether they are fulfilling the duties set out in their Job Descriptions. These duties reflect the academic ranks of individual staff members (Professor, Associate Professor, Assistant Professor, etc.) or their classification in the salary categories of Charles University (AP1, AP2, etc.).

On the other hand, the Long-term evaluation defines the minimum performance that any staff member should perform, regardless of their academic rank or salary classification.

#### **Evaluated group:**

All IPS staff members employed as assistant professors, associate professors or professors and involved in IPS research activities.

#### **Evaluated period:**

3 years

#### **Implications of the evaluation:**

Classification in Category D is considered a failure to perform job duties and may form the grounds for termination of employment.

Classification in categories A, B and C has no direct implications for continued employment and serves to increase motivation of staff members to achieve excellent results and to differentiate the level of quality within the otherwise very heterogeneous A-C categories.

#### **Conducting the evaluation:**

The evaluation is carried out on the basis of the criteria set out in the Long-term evaluation by a committee composed of representatives of IPS (director, deputy director, heads of departments) and a representative of the faculty management (e.g. vice-dean for research), which may - in the case of a staff member's ranking in category D and taking into account his/her overall

performance during the evaluation period - initiate the consideration of terminating the employment of the staff member.

**Criteria of evaluation:**

The evaluation criteria follow the system of science evaluation system in Part III) of this Notice.

Point scale of evaluation:

- for A fulfillment – minimum 50 of IPS points
- for B fulfillment – minimum 25 of IPS points
- for C fulfillment – minimum 10 of IPS points

**III) System of evaluating science at IPS FSV UK**

**Categories of evaluated outputs**

Papers in reviewed journals	A. Journals indexed in WoS
	B. Journals indexed in SCOPUS
	C. Journals indexed in ERIH+
Conference proceedings	Indexed in WoS
	Indexed in Scopus
Professional monographs	Publisher in category A
	Publisher in category B
	Other publishers
Chapters in professional monographs	Publisher in category A
	Publisher in category B
	Other publishers

**Papers in reviewed journals**

The evaluated categories are considered to be ordinal. Thus, the first step is to classify the output into a category A, B or C, and then the point value is determined.

**A. Journals indexed in WoS**

The point evaluation of the paper is determined based on the ranking of the journal according to the field indicator of Article Influence Score (AIS). The field ranking, where the journal is ranked, is divided into quartiles and the first decile.

Each category is then assigned a point value.

If a journal is ranked in more field groups, the process is repeated and the final number of points is the average value.

**Point values**

1 <sup>st</sup> decile	90 p.
1 <sup>st</sup> quartile	70 p.
2 <sup>nd</sup> quartile	60 p.
3 <sup>rd</sup> quartile	30 p.
4 <sup>th</sup> quartile	15 p.

**B. Journals indexed in Scopus**

The point evaluation of the paper is determined based on the ranking of the journal according to the field indicator of SCImago Journal Rank (SJR). The field ranking, where the journal is ranked, is divided into quartiles and the first decile.

Each category is then assigned a point value.

If a journal is ranked in more field groups, the process is repeated and the final number of points is the average value.

### Point values

1 <sup>st</sup> decile	70 p.
1 <sup>st</sup> quartile	55 p.
2 <sup>nd</sup> quartile	45 p.
3 <sup>rd</sup> quartile	20 p.
4 <sup>th</sup> quartile	10 p.

### C. Journals indexed in ERIH+ and WoS Emerging Sources Citation Index

Since **the list of Czech peer-reviewed journals is no longer updated**, the database of ERIH+ and WoS Emerging Sources Citation Index is used as the basic category of papers in peer-reviewed journals. An article published in a journal indexed in the ERIH+ database is assigned a value of 4 pts.

### Professional monographs

All professional monographs meeting the definition of the H2017+ methodology are evaluated. A minimum of 100 pages is required to receive a full count of points. For publications with a lower page count, the final number of points is determined by the percentage share of the page count of the result. The evaluation takes place in three categories. The first two categories are defined by the list of publishers. Categories A and B also include all imprints from the publishers listed.

### Publishers in category A

Category A is determined by the list of the world's most renowned publishing houses. The point value of a publication is set at 100 points.

- Oxford University Press
- Yale University Press
- Princeton University Press
- Cambridge University Press
- Harvard University Press

### Publishers in category B

Category B is determined by the list of other generally recognized world publishing houses. The point value of a publication is set at 60 points.

- Chicago University Press <https://www.press.uchicago.edu/index.html>
- Palgrave MacMillan <https://www.palgrave.com>
- Columbia University Press <https://cup.columbia.edu/>
- MIT Press <https://mitpress.mit.edu/>
- Sage Publications <https://us.sagepub.com>
- University of California Press <https://www.ucpress.edu/>
- Stanford University Press <https://www.sup.org/>
- Johns Hopkins University Press <https://www.press.jhu.edu/>
- University of Michigan Press <https://www.press.umich.edu/>
- Routledge <https://www.routledge.com/>
- Wiley-Blackwell <https://www.wiley.com/WileyCDA/Brand/id-35.html>
- Cornell University Press <http://www.cornellpress.cornell.edu/>
- Elsevier Science <https://www.elsevier.com/authors/book-authors>
- Rowman and Littlefield/ECPR Press <https://rowman.com/page/rowmanlittlefield>
- Edward Elgar <https://www.e-elgar.com/>
- Springer <https://www.springer.com/gp>
- Duke University Press <https://www.dukeupress.edu/>
- Praeger <https://www.abc-clio.com/Praeger/About/AboutPraeger.aspx>
- Brill <https://brill.com/>
- McGraw Hill <https://www.mheducation.com/>

- Texas University Press <https://utpress.utexas.edu/>
- Wolters Kluwer <https://wolterskluwer.com/>
- University of Minnesota Press <https://www.upress.umn.edu/>
- Polity Press <http://politybooks.com/>
- St. Martin Press <https://us.macmillan.com/smp/>
- HarperCollins <https://www.harpercollins.com>
- State University of New York Press <https://www.sunypress.edu/>
- Bloomsbury Academic <https://www.bloomsbury.com/academic/>
- Thomson Reuters <https://legal.thomsonreuters.com/en/products/law-books>
- Indiana University Press <http://www.iupress.indiana.edu/>
- Basic Books <https://www.basicbooks.com/>
- Nomos Verlag <https://www.nomos.de/>
- Lynne Rienner <https://www.rienner.com/>
- Allen & Unwin <https://www.allenandunwin.com/browse/books/academic-professional>
- Pennsylvania State University Press <http://www.psupress.org/>
- Pearson/Prentice Hall <http://www.pearsoned.co.uk>
- Presses de Science Po <http://www.pressesdesciencespo.fr/>
- Bristol University Press / Policy Press <https://bristoluniversitypress.co.uk/>
- Peeters Publishers <http://www.peeters-leuven.be>
- Böhlau Verlag <http://www.boehlau-verlag.com/>
- Barbara Budrich <https://www.budrich-academic.de/>

### **Other publishers**

Publications meeting the definition of a professional book according to the H2017+ methodology in the publishing houses outside the previous two categories are rated 25 points.

### **Chapters in professional monographs**

The basis of the point value is taken from the categories of professional monographs. The final point value is determined by the author's contribution to the publication measured by the number of pages of the result.

### **Conference proceedings**

Contributions in conference proceedings indexed in the WoS and SCOPUS databases are recognized as evaluated outputs. In both cases they are rated 4 points.

### **Others**

#### **OBD**

The evaluation system includes publications uploaded to the university's OBD system in "Saved" or "Accepted" status.

### **Co-authorship**

In the cases where the result is produced by more than one author, the final point value in all categories is determined by the proportion according to the number of authors. If other author shares are given in OBD, the evaluation is adjusted according to them.

### **Reporting results at multiple workplaces**

Multiple affiliations are possible under the new methodology. However, due to the competitive nature of the evaluation, this procedure leads to a reduction in the relative weight of the output. In these cases, the given output is not included in the reward system and its value is reduced to 0 point.

### **Online-First**

In the case of papers published online before their inclusion in a specific journal issue, their evaluation is deferred until the final publication, i.e. the assignment of the volume, journal issue and page range.