

Notice of the Director no. 12/2022
substituting Notice of the Director no. 1/2019

Title:

Evaluation of Publication Performance at IPS FSV UK

In effect from: 1.1.2023

In Prague on 22.12.2022

PhDr. Petr Jüptner, Ph.D.

Director of IPS

The notice of the Director for evaluating publication performance defines IPS points and criteria for long-term and short-term evaluation of publication performance.

The short-term evaluation applies to all IPS academic staff members as lecturers, assistant professors, associate professors, or full professors involved in IPS research activities, and doctoral students. The short-term evaluation does not in itself establish automatic entitlement to semi-annual remuneration. The aim is to provide individual IPS staff members with feedback on their publication performance in relation to their job description and Dean's Measure no. 13/2022 [Principles of Career Growth at the Faculty of Social Sciences of Charles University for Employing Academic Staff, Researchers, and Lecturers](#).

The short-term evaluation is conducted semi-annually in August and December of the calendar year concerned. Data collection takes place in June and November of the calendar year concerned. The collection date is announced at the IPS management meetings held in May and October and is subsequently distributed to staff members via the IPS newsletter.

Long-term evaluation is used as one of the criteria for the creation of salaries of academic staff members. This evaluation is always generated as to July 1 of the respective calendar year, based on data in the OBD for the three previous calendar years.

Point scale:

The point scale serves, among other things, as an auxiliary criterion for setting salaries of academic staff members in accordance with the Notice of the Director no. 11/2022:

Fulfillment of evaluation	Minimum number of IPS points
A	50
B	25
C	10

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 st decile	90 p.
1 st quartile	70 p.
2 nd quartile	60 p.
3 rd quartile	30 p.
4 th 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 st decile	70 p.
1 st quartile	55 p.
2 nd quartile	45 p.
3 rd quartile	20 p.
4 th 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. A paper published in a journal indexed in the ERIH+ database is assigned a value of 4 pts.

Professional monographs

All professional monographs that have been published in prestigious publishing houses are evaluated according to the [Dean's Measure no. 3/2022 Principles of Allocation of Institutional Support for Science and Research \(only in Czech\)](#). The list is updated once a year as to 1 January of the respective calendar year. The list of publishing houses is updated in Annex 1 to this Notice, which is always posted together with this Notice on the IPS website. Heads of departments send proposals for updating the list to the IPS Chief Secretary by 30 September.

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 output.

Conversion table of publishers

Publishers according to FSV categories	Publishers according to IPS categories	IPS points
Publishers in category A +	Publishers in category A	100
Publishers in category A	Publishers in category B	60
Publishers in category B	Other publishers	25
Publishers in category C		

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 publication.

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 the status of "Saved," "Accepted," or "Approved by the faculty."

Co-authorships

In the cases where the output 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 authorship shares are given in OBD, the evaluation is adjusted according to them.

Reporting results at multiple workplaces

Multiple affiliations are possible under the 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 points.

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, issue of the journal, and page extent.