
From: Deputy Vice-Chancellor (Research & Innovation) <tnc_pi@um.edu.my>
Sent: Wednesday, October 21, 2015 12:35 PM
To: uminfo
Subject: [uminfo] PINDAAN TERMA DAN SYARAT BAGI PEMBAYARAN INSENTIF UNTUK PENERBITAN YANG DIINDEKS DALAM ISI- WoS
Attachments: Terms and Conditions for Payment of Incentives for publications indexed in ISI-WoS (2).doc

21 Oktober 2015

Timbalan Naib Canselor (Akademik & Antarabangsa)
Timbalan Naib Canselor (Hal Ehwal Pelajar & Alumni)
Timbalan Naib Canselor (Pembangunan)

Penolong Naib Canselor (Akademik dan Antarabangsa)
Penolong Naib Canselor (Penyelidikan dan Inovasi)

Pendaftar
Pengawal Kewangan
Ketua Pustakawan

Pengarah Akademi : Akademi Pengajian Islam
Akademi Pengajian Melayu

Pengarah Institut/ Institut Pengajian Siswazah
Institut Asia Eropah
Institut Pengajian China
Institut Pengajian Kepengetuaan
Pusat Pengkhususan Tenaga Kuasa Termaju UM (UMPEDAC)
Institut Antarabangsa Polisi Awam & Pengurusan (INPUMA)
Pusat Dialog Peradaban
Pusat Latihan & Hubungan Industri
Pejabat Hubungan Antarabangsa & Korporat
Pusat Teknologi Maklumat
Pusat Asasi Sains
Pusat Kebudayaan
Pusat Sukan

Dekan: Fakulti Alam Bina
Fakulti Bahasa & Linguistik
Fakulti Kejuruteraan
Fakulti Ekonomi & Pentadbiran
Fakulti Perubatan
Fakulti Pendidikan
Fakulti Pergigian
Fakulti Perniagaan & Perakaunan
Fakulti Sains
Fakulti Sains Komputer & Teknologi Maklumat
Fakulti Sastera & Sains Sosial
Fakulti Undang-Undang
Semua Dekan Kluster Penyelidikan, IPPP

Y. Bhg. Dato'/Datuk/Datin/Tuan/Puan,

PINDAAN TERMA DAN SYARAT BAGI PEMBAYARAN INSENTIF UNTUK PENERBITAN YANG DIINDEKS DALAM ISI- WoS

Perkara tersebut di atas dengan hormatnya dirujuk..

Untuk makluman , Pengurusan Universiti Malaya dalam mesyuaratnya pada 21 September 2015 telah bersetuju meluluskan pindaan pada terma dan syarat bagi pembayaran insentif untuk penerbitan yang diindeks dalam ISI-WoS

. Pindaan ini berkuatkuasa sehari selepas tarikh Mesyuarat Jawatankuasa Pengurusan UM iaitu mulai 22 September 2015.

Sila rujuk garis panduan yang terlampir untuk maklumat lanjut.

Kerjasama Y.Bhg. Dato'/Datuk/Datin/Tuan/Puan juga adalah diharapkan agar dapat menghebahkan perkara ini kepada staf akademik di PTJ Y.Bhg. Dato'/Datuk/Datin/Tuan/Puan.

Untuk makluman Y.Bhg. Dato'/Datuk/Datin/Tuan/Puan, maklumat ini juga boleh diakses melalui laman web umresearch.um.edu.my untuk rujukan.

Sekian, terima kasih.

Yang benar,

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Emel ini telah dihantar oleh Kartini Hamid

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**TERMS AND CONDITIONS
FOR PAYMENT OF INCENTIVES
FOR PUBLICATIONS INDEXED IN ISI-WEB-OF-SCIENCE (WoS)
(2014-2016)**

1. Introduction

- 1.1 Publishing an article in a prestigious journal signifies acceptance and recognition by the global research community. The University of Malaya, in aiming to raise its ranking as a world-class research university, promotes outstanding scientific publishing.
- 1.2 The university management has decided to give promotional incentives to researchers who have publications affiliated with the University in journals indexed by the ISI-Web-of- Science (WoS).
- 1.3 Incentives will be given only for the following categories of full-length publications:
 - Articles
 - Scientific Review
 - Proceeding papers (full articles published in a journal indexed by WoS)
- 1.4 The ISI Web-of-Science Databases refer to the following only:
 - Science Citation Index Expanded (SCI-Expanded)
 - Social Sciences Citation Index (SSCI)
 - Arts & Humanities Citation Index (A&HCI)
- 1.5 The following will NOT be given incentives:-
 - (i) Letters or Correspondence to Editor or Editorial material.
 - (ii) Books, book reviews, and chapters in books indexed by WoS.

2. Amounts of Incentive

- 2.1 The amounts of incentives are shown in Table 1. The recipient will receive the reward in the form of taxable cash (tax status to be check in respective year).
- 2.2 For Science Citation Index Expanded (SCI-Expanded) and Social Sciences Citation Index (SSCI):

Quartile/Tier ¹	Ranking	Amount paid (RM)	Number of Papers ²
Q1 (Tier1)	Top 25% ($\leq 25.5\%$)	RM 2,000 per paper	Any number
Q2 (Tier2)	Top 26 - 50% ($> 25.5\% - \leq 50.5\%$)	RM 1,000 per paper	Any number

Note:

- (1) If the journal falls into more than one (1) categories, the category with the best rank will be considered.
- (2) The maximum cumulative incentives paid per staff is RM 50,000 per year (for the same publication year).
- 2.3 For papers published in Arts & Humanities Citation Index (A&HCI), a flat rate of RM1,000.00 will be given per paper.
- 2.4 Incentives for publications indexed in ISI-Web-of-Science will be made based on the previous year's Journal Citation Reports (JCR). For example JCR 2013 will be referred for publications in year 2014.
- 2.5 Publications in journals listed under the WoS list of Title Suppressions are not eligible for the incentives. Authors are responsible to find out whether the journals they publish in are listed in WoS Title Suppressions.

3. Procedures for claiming

- 3.1 Papers must have arisen from research being undertaken by the staff of the University of Malaya and must bear the university's address.
- 3.2 Each author can claim up to a maximum of RM 50,000.00 in a publication year.

- 3.3 Claims can only be made in following year after the publication is indexed by WoS (for example, the incentive for publication indexed in 2014 will be paid only in 2015). This rule applies to publications from the year 2014 to 2016.
- 3.4 Only authors who are current active academic staff member serving full time at the University of Malaya are eligible to claim for the incentives. Coauthors who fall under the following categories are **NOT eligible** to claim WoS incentives:-
- (1) Academic Icons who do not spend more than 6 months in UM;
 - (2) Adjunct Professors;
 - (3) Authors who have been in UM service for less than 12 months;
 - (4) Authors who are no longer staff of UM when the incentive for publication is paid; and
 - (5) Authors who are not staff of UM.
- 3.5 Students who are co-authors of the paper are **NOT ENTITLED** to claim but may be rewarded accordingly by their supervisors (or co-authors who are staff of the university).
- 3.6 For multiple authorship from UM, the following rules apply:
- (1) Any of the co-authors can make or initiate the claim but approvals must be obtained from all co-authors.
 - (2) Amount (or percentage) of incentive per paper to be apportioned between co-authors must be decided amongst the authors themselves.
 - (3) Any dispute on the amount must be resolved by the co-authors before claims can be processed. If disputes are not solved within the year the publication incentive is paid, no incentive will be paid to any of the co-authors.
 - (4) All authors must respond to the 1st co-author to make a claim within 1 month of the first claim. An email notification will be sent immediately to all co-authors after the 1st claimant has apportioned the incentive for the paper. If there is no response, claims will only be paid to the co-authors who have responded.
 - (5) All claims not made or resolved within the stipulated period will not be entertained.
- 3.7 All authors **MUST** update their UMEXPERT page (and put in the various abbreviated forms of their names in the publications) for the year to be eligible

for the incentive claims. Those authors who do not update the UMEXPERT page or do not have a UMEXPERT page will not be paid incentives for the year.

- 3.8 Tax for all incentive amounts paid in cash is subjected to the tax status in the respective year.