



جامعة شقراء

Shaqra University

وكالة الجامعة للدراسات العليا والبحث العلمي
عمادة البحث العلمي

ORGANIZED RULES AND PROCEDURES

SHAQRA UNIVERSITY AWARD FOR
RESEARCH EXCELLENCE



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عمادة البحث العلمي

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Article (1)

The following words, wherever they appear in the provisions of these regulations, refer to the meanings indicated next to them unless the context indicates otherwise.

- **Research:** It is the research prepared by one or more members of the faculty at the university, which meets the conditions of excellence according to these rules.
- **Researcher:** A faculty member at the university who contributes to enriching his/her scientific specialization through scientific contributions such as obtaining patents, scientific awards, innovations, scientific publications, and the like.
- **Principal Investigator:** It refers to a faculty member with scientific rank who oversees research individually or who heads a research group, supervises, and represents it to the university.
- **Award:** Shaqra University Award for Research Excellence.
- **Award Committee:** It is the permanent committee responsible for overseeing the award and managing its affairs.

Article (2)

Name of the award: Shaqra University Award for Research Excellence.

Objectives of the award: Encouraging the members of the faculty at Shaqra University to achieve more research excellence and scientific creativity to raise the level of scientific research outputs at the university and achieve the objectives and strategy of the research university and enhance its competitiveness.

Article (3)

- **First Category: Research Excellence Award in Scientific fields, which consists of two levels (Gold and Silver Awards) and includes:**
 - Natural sciences, engineering, and computer science specializations.
- **Second Category: Research Excellence Award in Medical fields, which consists of two levels (Gold and Silver Awards) and includes:**
 - Medical and health sciences specializations.
- **Third Category: Research Excellence Award in Social fields, which consists of two levels (Gold and Silver Awards) and includes:**
 - Social and humanities sciences specializations.

Article (4)

The fields of the award include all academic specializations at the university that fall within the priorities of the research and the local community issues identified by the university.

Article (5)

The award is granted once a year during the annual Scientific Research Day, and the committee has the right to determine what it deems appropriate.

Article (6)

The candidates for the award bear the responsibility of adhering to the ethics of scientific research and the legal responsibility for their intellectual property of the works they submit, in accordance with the regulations in effect in the Kingdom of Saudi Arabia.

Article (7)

A permanent committee is formed for the Shaqra University Research Excellence Award, consisting of:

- The Vice President for Graduate Studies and Scientific Research of the University, as the Chairman.
- The Dean of Scientific Research, as the Deputy Chairman.
- Deputies of the Deanship of Scientific Research, one of whom is the Secretary of the Committee.
- A number of faculty members from inside and outside the university, of no less than six (6) members from within the university and at least one representative from outside the university, representing the academic disciplines at the university (scientific, medical, and humanitarian), provided that their academic rank is not less than Associate Professor. Their appointment is for a period of two years by a decision of the university president based on the recommendation of the Vice President for Graduate Studies and Scientific Research.
- A Secretary of the Committee.
- The Committee has the right, as needed, to seek the assistance of external parties.

Article (8):

The award committee oversees the scientific, financial, and administrative affairs of the award and assumes all tasks related to it, especially:

- A. Taking necessary measures to announce the nomination for the award.

- B. Preparing the necessary forms for receiving the nominated works and recommending their approval.
- C. Ensuring the commitment of the nominated works to the general conditions for nomination for the award, according to what is stated in Article (11) of these regulations.
- D. Sorting and evaluating the applications according to the evaluation criteria mentioned in Article (12) of these regulations.
- E. Recommending the approval of the names and works of the award winners.
- F. f. Preparing the annual report of the award and recommending its approval. g. Proposing the necessary amendments to the award regulations.

Article (9)

The award committee meets at least once a month upon the invitation of its chairman during the period of receiving the nominated works for the award, sorting, and evaluating them, and announcing the winners.

Article (10)

The committee issues recommendations to support and encourage distinguished research, to improve the scientific research environment, and to develop the research capabilities of faculty members and students at the university.

Article (11)

While adhering to what is mentioned in Articles 17 and 18 of the Unified Regulations for Scientific Research for Saudi universities, the following is required for the candidate and the nominated works for the award branches:

- A. The candidate for the award must be a faculty member at Shaqra University during the nomination period. If the research is a joint work, the principal investigator or the corresponding researcher must be affiliated with the university.
- B. The first affiliation of the award candidate must be Shaqra University in all submitted works, and no mistake in the name will be accepted regardless of its degree.
- C. The scientific contributions of the award candidate must have been accomplished during the two years preceding the nomination for the award.
- D. No work can be resubmitted in case the candidate has already won the award in a previous cycle.

Article (12)

The points for the award are calculated according to the following criteria:

No.	Criteria	Performance Indicators	Evidence	Classification	Evaluation
1	Publication in scientific journals classified by Web of Science or Scopus. ^{2,1*}	<ul style="list-style-type: none"> Research published in a scientific journal with an impact factor during the last four years. The maximum number of articles that can be submitted is five 	Attach a copy of the scientific papers and what proves the classification of the journal (JCR Report).	Q1	5 points
				Q2 or Local journals classified by Web of Science or Scopus.	4 points
				Q3	2 points
				Q4	1 point
2	Research awards. ^{3*}	The number of awards obtained by the researcher globally, locally, and regionally, with a maximum of two awards.	Attach what proves the researcher's receipt of the award and its type.	Global	5 points
				Locally and regionally	3 points
3	Patents	The number of patents.	A copy of the patent certificate deposited with the Patent Office.	US, European, and Japanese offices	20 points
				Saudi, South Korean, and Chinese offices	15 points
				Other offices	10 points
4	Research funded by external institutions.		Proof of obtaining external funding and specifying the funding agency.	-	10 points
5	Scientific publication in conferences.	<ul style="list-style-type: none"> Publication in an international, regional, or local conference. 	Attach what proves the participation (either a certificate of attendance or the proceedings/conference records showing the submitted work).	International conference	3 points
				Local or regional conference	1 point

		<ul style="list-style-type: none"> The maximum number of publications that can be submitted is three. 			
6	Scientific works if they obtain an international number. ^{4*}	A scientific author or a book with a maximum of two authors.	Independent	-	5 points
			Co-authorship	-	3 points
		A translated book with a maximum of two translated books.	Independent	-	4 points
			Co-authorship	-	2 points
<p>Notes:</p> <p>^{1*} The work submitted must be in a journal classified under one of the quarters (Q1, Q2, Q3, or Q4) within the rules of Web of Science or Scopus.</p> <p>^{2*} The journal in which the submitted work is published must have an impact factor and should not be within the Emerging Sources Citation Index (ESCI).</p> <p>^{3*} The researcher can obtain a maximum of two research awards.</p> <p>^{4*} The international number referred to is the International Standard Book Number (ISBN).</p>					

Article (13)

The award is granted to the one who achieves the highest score for each of the three award categories.

Article (14)

- The minimum total score required to qualify for winning the award in its three categories is twenty (20) points, according to the point calculation criteria for the award specified in Article 12 of these regulations.
- The award of the level from each category, or the gold and silver awards from each category, are withheld if the candidates do not reach the minimum qualifying score to win the award.

Article (15)

The award is fully or partially funded from scientific research allocations in the university budget or from the following sources: donations, gifts, endowments, and alternative revenues.

Article (16)

The amount of the award is according to the following ranking:

- **First Category:** Scientific Specializations:
 - **Gold Level:** a cash award of twenty thousand (20,000) riyals.
 - **Silver Level:** a cash award of ten thousand (10,000) riyals.
- **Second Category:** Medical Specializations:
 - **Gold Level:** a cash award of twenty thousand (20,000) riyals.
 - **Silver Level:** a cash award of ten thousand (10,000) riyals.
- **Third Category:** Social Specializations:
 - **Gold Level:** a cash award of twenty thousand (20,000) riyals.
 - **Silver Level:** a cash award of ten thousand (10,000) riyals.

Article (17)

The head of the award committee shall submit an annual report to the Scientific Council on the administrative, financial, and scientific aspects of the award within two months from the date of the award ceremony.

Article (18)

The committee shall propose what it deems appropriate for granting the award, and this shall be presented to the university council before implementation.

Article (19)

These organizing regulations shall be effective from the date of their approval by the university council.

Article (20)

The Award Committee has the right to amend the evaluation criteria, the minimum score required for nomination as stated in articles 12 and 14 of these regulations, in accordance with the regulations and instructions.

Article (21)

The Award Committee has the right to interpret these regulations and submit them to the University Council.

Best Wishes,,,