



Evaluation/Incentive Scheme

Introduction

The University of the Azores (UAc) undertook at a few years ago a modification in the way its research activity is carried out, creating internal centers that are collaboration vehicles with other universities as research organizations. This led to the establishment of CEEApIA-A, an UAc organization to encourage research and participation in CEEApIA, the FCT center.

CEEApIA-A has followed an incentive scheme based on the outputs produced by its members which has been the basis for the funds provided to each of them. The current scheme differs from the one previously established in that it limits the attribution of points solely to publications included in the Journal Citation Reports (henceforth JCR) from the Clarivate Analytics and in the SCOPUS database from Elsevier, which are internationally widely used benchmarks of research quality. The main goal behind this change was to simplify the incentive scheme and enhance the quality of publications, which might lead to an improvement of the evaluation of CEEApIA by external entities.

1. Objectives

The objectives of this new version are:

- a) To simplify the incentive scheme;
- a) To encourage and promote the quality research conducted by its members;
- c) Establish a criterion for the admission of new members;
- d) Establish criteria for the maintenance of integrated members.

2. CEEApIA-A's Members

Members can be of four types: Integrated; Collaborators; Counselors and; Honorary.

Only integrated members who are public servants at the service of the University of the Azores are subject to the evaluation considered here.

Integrated members mandatorily comply with the eligibility criteria demanded by FCT (Fundação para a Ciência e Tecnologia) for accreditation /registration of R&D Units and might be founders, effectives and regulars.

Founder integrated members are those that hold a PhD or the title of “agregado” and are public servants at the service of the University of the Azores and who subscribed the proposal for the foundation of CEEApIA-A.

Effective integrated members are those that hold a PhD or the title of “agregado” and are public servants at the service of the University of the Azores as well as those that are retired having previously served in the University of the Azores, who are not founding members.

Regular integrated members are those made equivalent to researchers who hold a PhD or the title of “agregado” and are public servants at the service of the University of the Azores as well as those that are retired including elements from other national and foreign institutions.

The integrated members inform the director of CEEApIA-A, during the month of December, of their interest in maintaining such statute in the following year, thus assuring that their curricular items will contribute exclusively to the respective external evaluation process of the center.

The proposals for admission of integrated effective and regular members are submitted to the director of CEEApIA-A, in writing, by any integrated member.

To be admitted as an integrated member a researcher must (co-)authored at least one publication in a JCR-indexed journal in the immediate previous 3-year period.

To maintain the status of integrated member a researcher must have (co-)authored at least one publication in a JCR-indexed journal in the immediate previous 5-year moving average period.

3. Amount to be distributed as incentive

Annually CEEApI-A will budget the amount of funds to be allocated among integrated members.

4. Evaluation /distribution criteria

- a) The score attributed to each member is a 3-year moving average of his/her outputs. The following Table establishes the score for each type of output:

Output	Score
JCR-indexed publication (Q1)	120
JCR-indexed publication (Q2)	50
JCR-indexed publication (Q3)	30
JCR-indexed I publication (Q4)	10
SCOPUS-indexed publications	5

- b) For JCR-indexed publications the scores are determined during January of each year, based on the latest impact factor available at that time.
- c) In case a publication is indexed in JCR and Scopus, the JCR indexation prevails.
- d) If a journal belongs to several JCR categories, the most favorable (highest score) quartile of these categories prevails.
- e) The print version must be considered for determination of the year of publication.

5. Other norms

- a) The score attributed to each publication is divided by the number of authors, except if one of the authors belongs to a foreign university or research center in which it is divided by the square-root of the number of authors.

- b) In order to be considered as a foreign author the corresponding institutional affiliation must be included in the article.
- c) An author who has more than one affiliation, being one in a Portuguese institution and the others from abroad is considered a national author.
- d) Each year scores are communicated to the members until the end of February.
- e) The information for the calculation of each researcher score will be retrieved from the SCOPUS indexation platform.
- f) Each calendar year 30% of the available budget is allocated in the same amount per member. The remaining 70% is allocated based on the scores accumulated by each member.
- g) The amount allocated per researcher may be spent in a discretionary manner (missions/trips, software, bibliography, data, etc.) within the expenses admissible for research activities.
- h) When a researcher, within the period of a year, does not spend his/her research funds, the balance will be transferred to his/her account in the following year, to be spent within the following 12 months.
- i) The maximum amount a researcher is eligible for, based on the scores accumulated in any one year, is 20% of the total amount of the merit incentives budget (70% of the total) for that year.

6. Application date

- a) The present Evaluation/Incentive Scheme comes into force in 2022.
- b) The 2019, 2020 and 2021 scores are those obtained according to the previous incentive system.