



RECTOR'S ORDER No. 2/2018

STIMULATION AND SUPPORT OF HUMAN RESOURCES IN CREATIVE ACTIVITIES

ORDER TO THE UNIVERSITY

Valid from: 1 March 2018
Effective from: 12 February 2020
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MSc., Ph.D.,
Vice-Rector for Science

Assoc. Prof. Dr. Martin Balej, Ph.D., in his own hand
Rector



Justification

In terms of the R&D evaluation, the University is occupying one of the last rungs, leaving behind mostly universities specialised in arts. In the past years, we got stuck as a whole and the rate of our growth is absolutely minimal (according to the outcome of the RIV database).

It is necessary to take steps to stabilise and develop the creative potential of the University:

- Set up the system of the R&D at the University regardless of the external influences (stabilise the support),
- Support development of the major research topics,
- Intensify obtaining of major creative projects (focused on excellence),
- Support the human resources development in R&D (qualification improvement, human resources internationalisation),
- Support the persons and teams that obtain the major projects and achieve high-quality results,
- Support the contractual research (application and public administration sectors),
- Increase involvement of doctorands and fund their performance from the scholarship funds of the faculties,
- Support the R&D publicity - we need to clearly identify ourselves (we are unreadable to enterprises, public sphere, etc.),
- Support the publication outcome which bring significant financial funds in terms of the VO evaluation (Jimp, Jsc) and support the application outcome (P, EP) according to the scored Methodology 17+.

Resources:

- Funds from the University Institutional Plan (human resources stimulation and development),
- Funds for the Specific Secondary Education Research (students grant competition),
- Institutional funds for long-term concept development of VO (creative activity support),
- Scholarship fund (support and involvement of students and doctorands in creative activity),
- External income and income from contractual research (creative activity support, infrastructure development),
- Projects (infrastructure development, human resources support, creative activity promotion).



A. Support of Defined Outcome of Creative Activity

The support is focused on accepted and approved types of outcome and other key areas of the University creative activity which will bring financial funds to various sections of the University budget in the years to come. These are the financial funds which are bound to the specific types of accepted and approved outcome of the creative activity which the University uses to support those employees or students, whose performance contributes to sustainable development of the creative activity at the University.

Basic features of support:

- The resource of the financial support is the University Institutional Plan for the respective year.
- These are non-capital financial funds.
- The maximum amount of the personnel expenses is 15%.
- The support for the outcome mentioned below can be provided only to the University employees or students.
- If the author of the below-mentioned outcome is only the student (Bc., Mgr. or doctorand), the support is paid from the scholarship fund of the faculty at which the student(s) studies.
- The applications are to be filed electronically at the University Research and Development department, using the defined form (included in the document).
- The support can be applied for only by the author (owner) of the given outcome at any time after it is approved and published in the respective creative outcome database¹. In exceptional cases (illness), the support can be applied for by the dean or rector for the author of the outcome.
- There is not any legal entitlement to the financial support, the support is provided only until the allocated financial funds are exhausted.
- The support can be requested for the outcome applied from 1 January 2017.
- The decision on the support allocation and its amount is the competence of the vice-rector for science.

¹ The respective database means the official creative outcome database administered by the respective authority that is the provider of the financial funds for science and research. This is not the internal database of the University.



A. Creative Outcome Eligible to the Support

A1. Support of World-Leading and Excellent Creative Outcome

This is a one-time support bound to the creative outcome that is identified as “world-leading” or “excellent” according to the applicable research organisation evaluation methodology or as “AKX” according to severity and scope. Further, this is an outcome that is indexed in the internationally accepted citation databases and is ranked in the first decile of the research performance indicator.

Outcome	Criterion	Amount of Support	Parameter
World-leading	<i>The outcome is identified and approved as “world-leading” in the evaluation conducted according to the applicable methodology - level 1</i>	CZK 100,000	The outcome is approved in the respective database, the University is the owner of the outcome (through its employee or team with a minimum share in the outcome of 25%)
Excellent	<i>The outcome is identified and approved as “excellent” in the evaluation conducted according to the applicable methodology - level 2</i>	CZK 40,000	
Excellent AKX	<i>The outcome is identified and approved as “AKX” in the evaluation conducted according to the applicable methodology</i>		
Article World Leading - AWL	<i>Article in the first 10 % in the order of articles (e.g. according to AIS)</i>	CZK 60,000	

A2. Support of Application Outcome of Creative Activity

This is a one-time support bound to non-publication outcome of the creative activity in connection with meeting of certain criterion.

Outcome	Criterion	Amount of Support	Parameter
Patent (international)	<i>A patent certificate issued by the European Patent Office (EPO) or a foreign equivalent with the respective sequence No. and published in the Patent Bulletin.</i>	CZK 100,000	The outcome is approved in the respective database, the University is a 100% owner of the outcome (through its employee or team)
Patent (national)	<i>A patent certificate issued by the Industrial Property Office (IPO) or a foreign equivalent with the respective sequence No. and published in the Patent Bulletin.</i>	CZK 40,000	



A3. Support of Journal Publication

This is to support performance of the journal offices of the University which are included in the Web of Science (WoS) or Scopus (SC) databases.

The support amount is determined as a sum of 2 parts, a fixed one (inclusion in the respective database) and the performance-based one aimed on improving the quality and expanding publications in the journal (IF or SRJ index of the journal and number of articles published by the University employees or students in the given year.

The maximum amount of support per journal for the subject year is CZK 100,000.

The support amount (both fixed and performance-based parts) is determined retroactively for the past year as of 31 May of the following year. If the journal is included in both WoS and SC, only 1 database is subject to the support.

Journal	Fixed Part	Amount of Support	Parameter
Web of Science Scopus	<i>The journal is registered in the WoS or SC database in the subject year.</i>	CZK 20,000	The journal is issued by the University.
Journal	Performance-Based Part - quality improvement support	Amount of Support	Parameter
Web of Science Scopus	1. <i>Impact factor or SJR index for the subject year</i>	IF x CZK 20,000	Published IF or SJR index of the journal for the year on the WoS or SC website
	2. <i>Number of published and indexed articles (N)</i>	N x CZK 2,000	Article of the University employees or students is registered in the OBD internal database.

A4. Support of Successful International Creative Projects

This is a one-time support bound to acceptance and funding of solution of the respective international scientific research project² by the provider of the financial funds in the given category.

Project Category	Criterion	Amount of Support	Parameter
A++	ERC	CZK 200,000	The University is the head researcher or fellow researcher with a financial share in the approved scientific research project registered in the respective international database through its employee.
A+	H2020+, Marie Currie, Cost, Eureka, NATO	CZK 80,000	

A5. Support of Successful National Creative Projects

This is a one-time support bound to acceptance and funding of solution of the respective national scientific research project by the provider of the financial funds in the given category.

Project Category	Criterion	Amount of Support	Parameter
B+	<i>Czech Science Foundation (GAČR), Czech Technology Agency (TAČR), projects of the Czech Ministries (minimum share of the University budget CZK 1 million)</i>	CZK 40,000	The University is the head researcher or fellow researcher with a financial share in the approved scientific research project registered in the CEP database through its employee (minimum share of 50%)

² An international scientific research project means a supported project in proper competition published by the international provider with a defined structure corresponding to the solution of a scientific topic and defined outcome of the creative activity.



B. Support of Other Areas of Creative Activity

The area of support concentrates on the other areas of creative activity which are important for continuous development of the University in terms of the creative activity.

B1. Support of Habilitation and Professor Appointment Procedures

This is a one-time support bound to successful completion of the habilitation procedure or professor appointment procedure. Only full-time University employees are eligible for the support.

Project	Criterion	Amount of Support	Document
Habilitation procedure	<i>"Associate professor" degree award</i>	CZK 100,000	Letter of appointment
Habilitation procedure within 5 years from Ph.D.	<i>"Associate professor" degree award within 5 years from Ph.D.</i>	CZK 150,000	
Professor appointment procedure	<i>"Professor" degree award</i>	CZK 200,000	

B2. Contractual Research Support

This is a one-time support bound to successful establishment and development of cooperation with the application or public administration sphere. Under this cooperation, the University personnel or students get engaged in solution of research topics of a particular enterprise or institute with concurrent financial benefit to the University.

The outcome of mutual cooperation in area of creative activity shall meet all of the conditions of a contractual research study according to the applicable methodology, summarised in a "summary research report" and the contractual research is reported and approved in the respective database of evaluated outcome of creative activity of a research organisation.

The support of this cooperation can be applied for at any time after the contractual research outcome is accepted by the respective provider of the financial funds for research and development.

Operating profit of the contractual research (per summary research report)	Criterion	Amount of Support	Parameter
Basic	<i>CZK 50,000 to 99,900 excl. VAT</i>	CZK 20,000	The University must be the owner of the outcome (through its employee or team) and this outcome must meet all parameters.
Medium	<i>CZK 100,000 to 499,900 excl. VAT</i>	CZK 50,000	
Large	<i>CZK 500,000 to 999,900 excl. VAT</i>	CZK 100,000	
Strategic	<i>CZK 1 million excl. VAT or more</i>	CZK 150,000	



PROPOSAL for allocation of support for Stimulation and Support of Human Resources in the University Creative Activity

Pursuant to the provisions of the *Creative Activity Stimulation* of the University, I hereby **submit the proposal** for support in the following area:

	World-leading and excellent outcome of creative activity (<i>area A1</i>)
	Application outcome of creative activity (<i>area A2</i>)
	Journal publication (<i>area A3</i>)
	Successful international projects of creative activity (<i>area A4</i>)
	Successful national projects of creative activity (<i>area A5</i>)
	Habilitation and appointment procedures (<i>area B1</i>)
	Contractual research support (<i>area B2</i>)

for the accepted outcome in this area that is registered and approved in the respective database.

Submitter³

Degree, first name, last name	
Faculty	
Department and job position (only employees)	
Study programme and year (only students)	
Telephone and e-mail	

Proposal Justification

Support specifications	
Enclosed documents	
Submitter's share in the outcome (according to RIV)	
Reference to database of the given outcome	
Remark	Submitter's signature

Decision on support amount (to be completed by the Research and Development department)

Received by R&D department on		Support amount in CZK	
Compliance with the subject area of support		Cost centre	
Date and signature of the vice-rector for science			

³ The submitter shall be solely the owner of the given outcome (or owner of the record in the respective database with the team of authors). Submitting the proposal and attaching his signature, the submitter expresses his consent to the personal data processing for purposes of this request settlement and agrees to use the support received in line with the University internal regulations and standards.