

Policy name	Research and Scholarly Publication Incentive Policy		
Policy number	RS0010		
Contact Person	Deputy Vice Chancellor for Academic Affairs and Research		
Approval Authority	Board of Trustees		
Date first approved	23 March 2023	Last substantive review	23 March 2023
Policy Review Cycle	Annual	Next review	

1. Definitions

Abbreviations	Definition
ARCIF	Arab Citation and Impact Factor
ASU	A'Sharqiyah University
CLFS	Center for Languages and Foundation Studies
CREC	College Research and Enterprise Committee
DVCAAR	Deputy Vice Chancellor for Academic affairs and Research
ISBN	International Standard Book Number
MoHERI	Ministry of Higher Education, Research and Innovation
OMR	Omani Rials
RITTC	Research, Innovation and Technology Transfer Center
RSPI	Research and Scholarly Publication Incentive
SOP	Standard operating procedure
UREC	University Research and Enterprise Committee
WoS	Web of Science



2. Purpose

This policy aims to motivate the researchers of A'Sharqiyah University (ASU) to strengthen and enhance their research and scholarly outputs by encouraging patent registration and quality research and scholarly publications in globally recognized journals, books and book chapters. These quality patents and publications will steer scientific citations, enhance research collaboration, and thus improve the University's ranking nationally and internationally.

3. Scope

The research and scholarly publication incentive (RSPI) is a monetary reward for ASU researchers whose works are patented or published in journals, books and book chapters. The database and metrics of Scopus [1] is used to assess the quality of publications written in English while the Arab Citation and Impact Factor (ARCIF) database [2] informs the quality of publications written in Arabic. Similar incentive and rewarding schemes are being practiced by the Ministry of Higher Education, Research and Innovation (MoHERI) and other local Universities and Institutions as shown in [3][4][5][6]. As per the University Research Strategy [7], all faculty members of the University are expected to engage in research and scholarly activities. This is essential for both the intellectual advancement of their disciplines and for promoting research-led teaching. The University provides to its employees various research support and funding opportunities dictated by the Conference Support Fund Policy [8], the Research Collaborative Visit Policy [9], and the Internal Research Grant Policy [10]. Through this RSPI Policy, the University incentivizes its researchers for their quality patents and publications in refereed Scopus/ARCIF-indexed journals, books and book chapters.

4. Policy Statement

4.1 Eligibility Criteria and Policy Clauses

The eligibility criteria for the RSPI are as follows:

- (1) The RSPI is exclusively awarded to ASU staff and students. Co-authors from other institutions are not entitled to this incentive. Staff who are leaving the University having already submitted a paper to a journal which has been accepted for publication will be eligible to claim the award provided that they can show proof that the paper is in its final form for publication with the A'Sharqiyah University affiliation.
- (2) In addition to patents, the types of research and scholarly publications entitled for RSPIs include



quality journal papers, books and book chapters. A patent may be issued by a local or international patent office. The journal paper must be published in a peer-reviewed and refereed journal indexed in Scopus or ARCIF database. The book must own an International Standard Book Number (ISBN), and it may or may not be indexed in Scopus; but distinct associated RSPI rates shall then apply. The book chapter must be indexed in Scopus to be eligible for the RSPI award.

- (3) A granted patent is only eligible to apply for the RSPI; filed patents are not eligible. All other research or scholarly works must be published online or printed with the ASU affiliation prior to submitting the RSPI application. Works accepted for publication or under-review shall not be considered.
- (4) For a paper published in a journal indexed in more than one database, the RPI with the highest remuneration will be considered.
- (5) ASU's affiliation of the applicant must be clearly indicated on the patent, research or scholarly publication. ASU staff may indicate additional affiliations on the same patent, research or scholarly publication provided that ASU affiliation comes first in order.
- (6) The RSPI application must be submitted at the earliest available opportunity and in any case within 12 months of final form of publication or patent registration.
- (7) Staff who are leaving the University having already submitted a research or scholarly work which has been accepted for publication will be eligible to claim the award provided that they can show a proof that the work has been published with the ASU affiliation. The same applies to filed patents if a proof can be provided by the applicant on that the patent will be with ASU affiliation upon registration.
- (8) Academic staff who leave the University during the academic year but have published a paper or more with ASU affiliation may submit their application for the RSPI award after leaving ASU within 12 months of final form of publication or patent registration. Applications received after this cut-off date shall not be accepted.
- (9) The details of the patents or publications must be reported to the Research, Innovation and Technology Transfer Center (RITTC) through the respective Chair of the College Research and Enterprise Committee (CREC) or the Center for Languages and Foundation Studies (CLFS) Research Representative.
- (10) The distribution of the RSPI remuneration among the applicant and other ASU co-authors must be agreed in accordance with this policy and all the parties must sign on the RSPI application form to signify this agreement.



- (11) Collaboration in multidisciplinary research areas is encouraged. Authors and co-authors cited on the RSPI application may therefore be drawn from different colleges of the University or from other external institutes provided that this collaboration is justifiable.
- (12) More than 99% of the journals indexed in the Web of Science (WoS) database are already indexed in the Scopus database according to a recent study [11]. Journals indexed in WoS with impact factor and do not exist in Scopus database shall be treated as Scopus journals with the same quartiles. For instance, a paper published in a quartile-one (Q1) WoS-indexed journal shall receive the same RSPI as a paper published in a Q1 Scopus-indexed journal.
- (13) Scimago Journal Rankings (SJR) is a public database whose data is taken by developers from Scopus [12]. If the information about the quartiles of Scopus-indexed journals could not be obtained from Scopus potentially due to, for instance, policy change or subscription requirement, the quartiles of the SJR will be treated as equivalent quartiles to those of Scopus.
- (14) For a research or scholarly work published and indexed in more than one database, the RSPI with the highest remuneration will be considered.
- (15) For a research or scholarly work published and indexed in more than one category of specialization of the same database, the RSPI with the highest remuneration will be considered.
- (16) Journals indexed in Scopus/ARCIF database with unavailable or zero CiteScore/ARCIF shall not be entitled for this RSPI. Also, journals not included in the ranking quartiles of Scopus/ARCIF shall not be considered.

4.2 RSPI Categories and Remuneration Distribution

The distribution of RSPI remuneration in Omani Riyals (OMR) is based on the indexing database in which the research or scholarly work is published, the order of ASU authors in the authorship list and the total number of principal and co-authors as shown in Table 1. Other than the first ASU author, the incentive allocated for ASU co-authors, if any, shall be divided equally among the co-authors.

5. Key Stakeholders

- Deputy Vice Chancellor for Academic affairs and Research (DVCAAR)
- Director of RITTC
- Deans of Colleges



- Director of CLFS
- University Staff
- Finance Department

Table 1: Details of RSPI Categories and Remuneration Distribution

Publication Type	Patent Office	First Author from ASU		First Author NOT from ASU	
		ASU First Author	ASU Co-author(s)	ASU First Co-author	ASU Co-author(s)
Patents	International	300	200	150	100
	Local	200	100	100	50

Publication Type	Scopus Quartile	First Author from ASU		First Author NOT from ASU	
		ASU First Author	ASU Co-author(s)	ASU First Co-author	ASU Co-author(s)
Journals Indexed in Scopus	Q1	300	200	150	100
	Q2	250	150	125	75
	Q3	200	100	100	50
	Q4	150	50	75	25

Publication Type	Arcif Quartile	First Author from ASU		First Author NOT from ASU	
		ASU First Author	ASU Co-author(s)	ASU First Co-author	ASU Co-author(s)
Journals Indexed in Arcif	Q1	200	100	100	50
	Q2	175	75	90	40
	Q3	150	50	80	30
	Q4	125	25	70	20

Publication Type	Scopus Indexed	First Author from ASU		First Author NOT from ASU	
		ASU First Author	ASU Co-author(s)	ASU First Co-author	ASU Co-author(s)
Books	Yes	300	200	150	100
	No	250	150	125	75

Publication Type	Scopus Indexed	First Author from ASU		First Author NOT from ASU	
		ASU First Author	ASU Co-author(s)	ASU First Co-author	ASU Co-author(s)
Book Chapters	Yes	150	100	75	50
	No	0	0	0	0



6. Procedures and Guidance

The standard operating procedure (SOP) of applying for the RSPI is presented in Figure 1. The following items are to be noted:

- (1) The RSPI application form must be submitted by one ASU-affiliated author or co-author who is called the “applicant” throughout the content of this policy.
- (2) Once an application has been submitted to the RITTC, the Director of RITTC shall review and submit the application, if eligible to apply for the RSPI award, with his/her recommendations to the Deputy Vice Chancellor for Academic Affairs and Research (DVCAAR) for approval. Once approved, the application shall be forwarded to the Finance Department to make the payment.

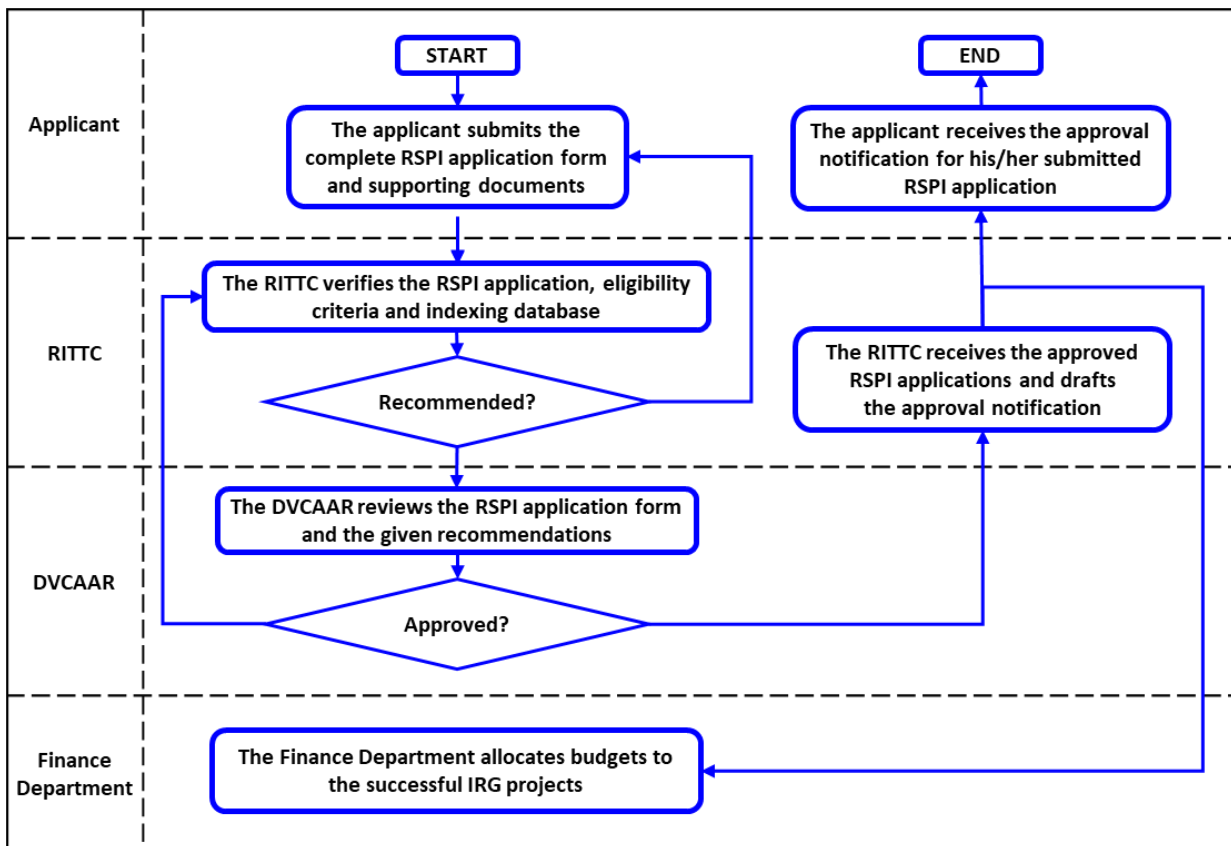


Figure 1: The application and processing procedure



7. References

- [1] Scopus, Elsevier, Online: www.scopus.com.
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https://www.trc.gov.om/trcweb/sites/default/files/2016-12/incentive_program.pdf
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<https://www.squ.edu.om/Portals/134/Docs/JPA/Publication%20Award%20System%20-%20English.pdf>
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- [9] Research Collaborative Visit Policy, A'Sharqiyah University, ASU Document Management System (DMS), Internal Document.
- [10] Internal Research Grants Policy, A'Sharqiyah University, ASU Document Management System (DMS), Internal Document.
- [11] Singh, V.K., Singh, P., Karmakar, M. et al. The journal coverage of Web of Science, Scopus and Dimensions: A comparative analysis. *Scientometrics* 126, 5113–5142, 2021.
<https://doi.org/10.1007/s11192-021-03948-5>
- [12] Scimago Journal & Country Rank, Online: <https://www.scimagojr.com>, accessed on 22 October 2022.



8. Revision History

Version	Author/ Reviewer	Revision(s) made and justification	Date
1	University Research and Enterprise Committee (UREC)	<p>Policy Name: Research Publication Incentive Policy</p> <p>Type of Review: Annual</p> <p>Amendments: Amendments to “Section 4.1 Eligibility Criteria and Policy Clauses</p>	8 June 2020
2	University Research and Enterprise Committee (UREC)	<p>Policy Name: Research Publication Incentive Policy</p> <p>Type of Review: Annual</p> <p>Amendments:</p> <ul style="list-style-type: none"> • Approved list of Arabic Journals. • The list to be attached as an appendix. • Review cycle of the policy with the case being made that as the policy dealt with a monetary incentive it should be reviewed after one year. 	23 June 2019
3	University Research and Enterprise Committee (UREC)	<p>Policy Name: Research Publication Incentive Policy</p> <p>Type of Review: Substantive</p> <p>Amendments: As an annual review of the Research Publication Incentive (RPI) Policy, the University Research and Enterprise Committee is seeking to propose the following amendments to “Section 4.1 Eligibility Criteria and Policy Clauses”:</p> <ul style="list-style-type: none"> • Item (1): To award the RPI to all “ASU staff” instead of “ASU Academic and Technicians” only as being stated in the current RPI Policy; • Item (2): To provide more clarity on the requirements of journals indexed in Web of Science by stating that a journal must have an impact factor to be eligible for the WoS rate of the RPI Policy. As such, papers published in journals included in the collection of Science Citation Index Expanded™ (SCIE) deserves the WoS rate of the RPI Policy whereas those published in journals indexed in the Emerging Sources Citation Index™ (ESCI) does not; • Item (3): The definition of the term being “published online” means that the paper must 	8 June 2020



		<p>have a defined volume number, issue number and page numbers; and</p> <ul style="list-style-type: none"> • Item (5): To provide an exception for academic staff who indicate double affiliations in their published papers. The exception is given to the academic staff whose other institution is their home institution and they are on leave working at ASU. 	
4	University Research and Enterprise Committee (UREC)	<p>Policy Name: Research and Scholarly Publication Incentive Policy</p> <p>Type of Review: Substantive</p> <p>Amendments: The purpose of/amendments made to the policy are as follows:</p> <ul style="list-style-type: none"> • Extending the scope of the RSPI Policy to include patents, books and book chapters, in addition to journals • Replacing the Web of Science, Scopus and the ASU Arabic List by Scopus and ARCIF only. • Including the journal quartile as an additional quality indicator rather than the absolute presence of a journal in the indexing database. • Accepting double affiliations as long as ASU's one comes first. • Accepting online or printed publication to qualify for the RSPI rather than waiting for the publication to be included in a volume and an issue. • Revising the remuneration figures for journals and provide figures for the newly added patents, books and book chapters. • Adding new terms to close existing or potential gaps based on past experience. • Simplifying the processing procedure of submitted RSPI application forms. • Removing the associated RSPI application form from the Policy just like other policies and procedures. • Removing the list of Arabic journals from the Policy since it has been replaced by ARCIF. 	Month, 2022