

**Appreciation of outstanding research performance: Award
for publications in 2019, and thereafter**

The Senate at its 483rd meeting approved changes to the current scheme of “Appreciation of outstanding research performance” (Ref. Minute No. 482.05.08.02, and 483.03.06).

The new criteria will be applicable for **publications in 2019
(call for Awards in 2020)**, and thereafter.

APPENDIX A – Details of the Marking Scheme

A.1 Marking Scheme:

Type of Publication/Patent		Any author category
(1a)	Full-paper is refereed and published in (a) Q1 or Q2 journals ¹ indexed in Scopus, and/or in SCIE, SSCI, AHCI and ESCI, or (b) journals or conferences in top 20 sources in sub-categories ² of Google Scholar Metrics. (See Note 2, and Note 7)	4.5
(1b)	Full-paper is refereed and published in journals indexed in Scopus, and/or in SCIE, SSCI, AHCI and ESCI but not Q1 or Q2. (See Note 2, and Note 7)	4.5
(2)	Full-paper is refereed and published in (a) conferences, book chapters, and books indexed in Scopus, or (b) credible peer-reviewed journals ³ but not in any indexes/databases identified in (1) above. (See Note 2, and Note 7)	3.0
(3)	Full-paper is refereed and published in (a) international conferences, or (b) transactions of recognized professional associations, but not in any indexes/databases identified in (1) above. (See Note 7, and Note 8)	2.5
(4)	Full-paper is refereed and published in national conferences but not in any indexes/databases identified in (1) above. (See Note 7, and Note 8)	1.5
(5)	Patents supported each by a peer reviewed published paper which demonstrates the technology/methodology that resulted in the innovation (See Note 5)	3.0
(6)	Patents (See Note 5)	1.5

¹ Evidence for being Q1 or Q2 can be obtained from the website <https://www.scimagojr.com/>
Please refer to Annex 2 of Appendix A

² These subcategories should be the ones pre-defined in Google Scholar Metrics; e.g. the main category “Engineering & Computer Science” has 68 sub-categories, each of which lists 20 top sources.

³ Credibility of journals will be judged by the Evaluation Panel. Please refer to Note 7 (c).

A.2 Qualifying Requirement:

Awards are based on marks obtained for a single year.

- All the permanent Academic Staff; and Assistant Librarian and above are eligible to apply for the awards.
- Only publications with the University of Moratuwa affiliation, and the official UoM email address (if email addresses are published of the applicant) will be considered for awards.
- Each application will be judged for one of the two categories of awards or a certificate of recognition. Rounding up will be considered up to maximum of 0.5 marks.
- Applicants are not ranked based on marks they obtain. To qualify for an award obtaining minimum marks specified for each category is sufficient.

Category 1 - Outstanding Award with Distinction

A minimum of 7.5 marks in total with a minimum of 4.5 marks from “Type 1a” publications.

Category 2 - Outstanding Award

A minimum of 5.5 marks in total with a minimum of 3 marks from “Type 1a”, or “Type 1b” or “Type 2” publications.

Category 3 – Certificate of Recognition

A Minimum of 5.5 marks in total.

A.3 Explanatory Notes:

Note 1 :

Some examples below explain the application of this marking scheme.

Example 1: 01 paper of Type 1a and 01 paper of Type 2
= $(4.5 \times 1) + (3.0 \times 1) = 7.5$ (Qualifies for Award with Distinction)

Example2: 01 paper of Type 2 and 01 paper of Type 3
= $(3.0 \times 1) + (2.5 \times 1) = 5.5$ (Qualifies for Outstanding Award)

Example 3: 01 paper of Type 1b and 01 paper of Type 4
= $(4.5 \times 1) + (1.5 \times 1) = 6.0 > 5.5$ (Qualifies for Outstanding Award)

Example 4: 01 paper of Type 5 and 2 papers of Type 4
= $(3 \times 1) + (1.5 \times 2) = 6.0 > 5.5$ (Qualifies for Certificate of Recognition)

Note 2:

All details relevant to the assessment of the application (Appendix B) as per approved guidelines should be provided for evaluation. In case of each paper/patent an applicant must submit a separate declaration form (i.e. Appendix C) with supporting evidence.

With respect to Q1 or Q2 indexed journal papers (Type 1a), a printout of the journal page from <https://www.scimagojr.com/> is required.

With respect to any indexed publication, the full paper and a web-page screenshot of the paper from the indexing authority (www.scopus.com, <https://clarivate.com>, or Google Scholar Metrics) is required.

Note 3:

Publications based solely on research for the applicant's own postgraduate qualifications will not be counted.

Note 4:

For all electronic publications whether in CD or on web, each applicant should submit a hard copy of such publication showing its electronically published form satisfactory to the Senate appointed evaluation panel. All electronic publications whether in CD or on web should also fulfill other requirements as per the approved guidelines for submission of an application (See Annex 1 to this Appendix A).

Note 5 :

In the case of “Type 5”, the applicant is eligible to claim half the marks appropriate for the publication, which deals with the patent, under the appropriate category of publications.

In case of patents (Types 5 and 6), applicants must clearly indicate that the concerned patent does not fall in to the category of “on demand” patents.

Note 6:

Only publications made while in University service are eligible for consideration. This means that at least the research work or the task of writing the paper should have been done while in University Service. Here University service is construed to mean the possession of a permanent academic staff position in the Library or the five Faculties of this University.

Note 7:

In case of Journal and Conference publications, and Book Chapters and Books, following will be applied.

- (a) Papers claimed as Journals papers should have volume and issue numbers with sequential page numbers. Papers still in press will NOT be counted. The publication year of the journal (volume/issue) should be the year under evaluation for research awards.
- (b) Papers claimed as Conference papers should clearly show the dates of the conference. The conference dates should fall within the year under evaluation for research awards, irrespective of the date of publication of proceedings and/or indexing. When there is a difference between the year of the conference held and the date of the publication of proceeding and/or indexing, the year of the conference held will be considered for the research awards.
- (c) In the case of journal articles submitted as Type 2(b) publications, it is the sole responsibility of the applicant to establish the credibility of the journal. Accordingly, please provide the following documentary evidence to support your submission.
 1. Date of submission, peer-review comments, date of acceptance
 2. In case of online journals, whether the journal is listed in the Directory of Online Journals (DOAJ) and a screen shot to support it from <https://doaj.org/>

- (d) In case of book chapters and books, the publication year should fall within the year under evaluation for research awards, irrespective of the date of indexing in Scopus.

Note 8:

A conference may be known by the names such as Symposium, Seminar, Colloquium, Forum, Workshop, Congress and Sessions. For a publication to be considered, the applicant should submit along with the application: **(a) evidence of acceptance of the paper after a process of peer review; (b) a copy of the published full paper; (c) a copy of the “Title Page” of the conference proceedings; and (d) the “Content Pages” of the Conference proceedings.**

Note 9:

Copies of all the published papers and supporting documentary evidence, for which marks are claimed by the applicant, should be submitted along with the application. Applicants are advised to provide all details in full. Incomplete information may result in marks not being awarded.

Only one application per person will be accepted.

Annex 1

Definitions of Publications Approved by the Senate Memo No: 425.03.12

Printed Publication:

A document, published on line, on CD, or in print, that satisfies the requirements of *Public Accessibility* and *Credibility*:

- (a) through registration, indexing or other meaningful way that aids interested persons to locate and identify it; and
- (b) with a separate title page clearly specifying the copyright holder, rights information and the date of publication, a separate table of contents, and each page in it numbered sequentially throughout the document.

Public Accessibility:

This is how both the ‘right to look’ and ‘ability to find’ are assured by the form in which a publication is made available. A publication that has been registered (with an ISBN or ISSN number) or indexed or catalogued in a library or provided with some other “road map” to guide interested persons in finding it by the exercise of reasonable diligence, can be considered to have public accessibility.

Credibility:

Credibility is the assurance that the document is preserved in its original form once it leaves the hands of the author. In other words, once released to the public, a printed publication shall remain invariable. A publication that has been registered (with an ISBN or ISSN number) or indexed or copyrighted or mirrored to another location together with other measures such as the provision of a table of contents and sequentially numbering of its pages throughout the document, in order to prevent subsequent modification, can be considered to have sufficient credibility.

The above definitions have been drafted in line with the information available in international publications with respect to (a) the legal status of ‘Published Documents’, (b) standards applicable to ‘Conference Proceedings’, and (c) the existence of publications in the form of electronic or digital disclosures such as Internet references and files stored on CDs, computers or servers.

Annex 2

Q1 and Q2 Journals

The quartile is assigned to journals as either Q1, Q2, Q3, or Q4, where Q1 indicates that the journal is in the top 25% of its subject category while Q4 indicates it is in the bottom 25% of the journals in that category.

Use “Scimago Journal & Country Rank” website to identify the quartile of the journal.

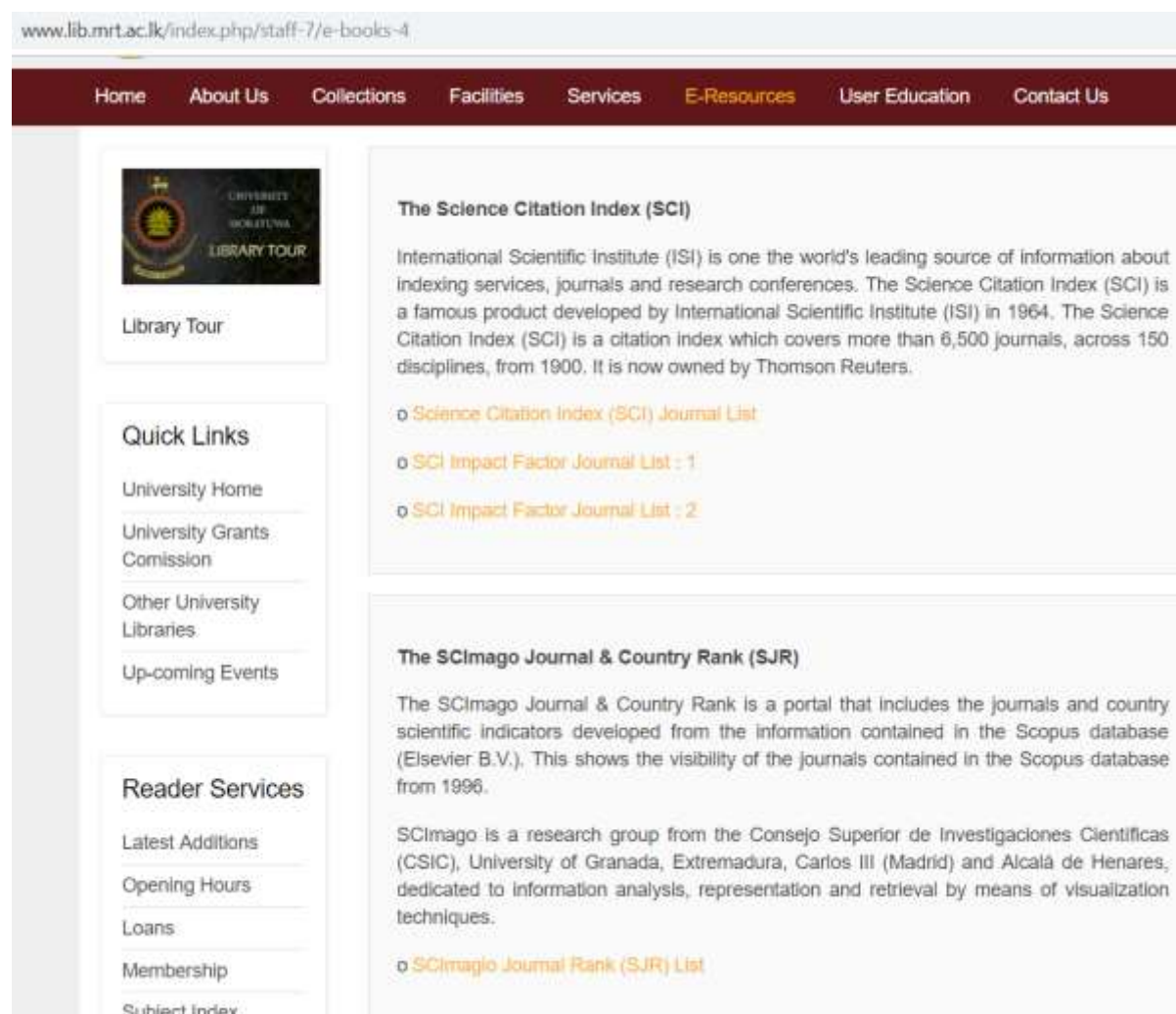
Website: <https://www.scimagojr.com/>

Alternatively, the above website can be accessed from (UOM IP not required):

<http://www.lib.mrt.ac.lk/index.php/staff-7/e-books-4>

Please follow bellow steps.

1) Click on “SCImago Journal Rank (SJR) List”



The screenshot shows a web page with a dark red navigation bar at the top containing links: Home, About Us, Collections, Facilities, Services, E-Resources, User Education, and Contact Us. The main content area is divided into several sections:

- Library Tour:** A section with a logo and the text "LIBRARY TOUR".
- Quick Links:** A list of links including University Home, University Grants Commission, Other University Libraries, and Up-coming Events.
- Reader Services:** A list of links including Latest Additions, Opening Hours, Loans, Membership, and Subject Index.
- The Science Citation Index (SCI):** A section with a heading and a paragraph describing the Science Citation Index (SCI) as a famous product developed by International Scientific Institute (ISI) in 1964. It covers more than 6,500 journals across 150 disciplines from 1900. Below the text are three links: "Science Citation Index (SCI) Journal List", "SCI Impact Factor Journal List : 1", and "SCI Impact Factor Journal List : 2".
- The SCImago Journal & Country Rank (SJR):** A section with a heading and a paragraph describing the SCImago Journal & Country Rank as a portal that includes journals and country scientific indicators developed from the Scopus database (Elsevier B.V.) from 1996. Below the text is a link: "SCImago Journal Rank (SJR) List".

2) Perform “simple” search by typing the “title of the journal”.



3) If the journal is listed in SJR, click on “journal title”. Scroll down the webpage till you find whether journal is rated as Q1 or Q2.

Example 1

A screenshot of a widget for the Journal of Operations Management. The widget displays the journal title "Journal of Operations Management" and its Q1 ranking in the "Computer Science Applications" category, labeled as the "best quartile". It also shows the SJR 2017 score of 5.74 and a line graph representing the journal's performance over time. The widget is powered by scimagojr.com. An arrow points to the widget with the text "Show this widget in your own website". Below the widget, the text reads "Just copy the code below and paste within your html code:" followed by a code block containing the HTML code: ``

Example 2

The screenshot shows the Scimago Journal & Country Rank website. The header includes the SJR logo and navigation links: Home, Journal Rankings, Country Rankings, Viz Tools, Help, and About Us. The main title is 'Architecture, City and Environment'. Below the title, there is a large '5' representing the H Index. To the left of the H Index, there are several categories and metrics:

- Country:** Spain - [SJR Ranking of Spain](#)
- Subject Area and Category:** [Engineering](#) (Architecture), [Social Sciences](#) (Geography, Planning and Development, Urban Studies)
- Publisher:** [Universitat Politècnica de Catalunya](#)
- Publication type:** Journals
- ISSN:** 18877052, 18864805
- Coverage:** 2011-ongoing

The widget displays the following information:

- Architecture, City and Environment**
- Q2** Architecture (best quartile)
- SJR 2017** 0.22
- powered by scimagojr.com

← Show this widget in your own website

Just copy the code below and paste within your html code:

```
<a href="https://www.scima
```

APPENDIX B – Application Form

This is page 1 of your submission for the Research Award. The first four rows (below) contain the schedule of publications (with examples). You are required to file your EACH publication, in the same order as the schedule below: (i) An Appendix C form; (ii) The full paper; and (iii) supporting information for the Appendix C declarations. All pages in this submission should be consecutively numbered, and page numbers corresponding to each paper indicated in the schedule below.

Cover Sheet

Name:

Employee Code:

Department:

Total marks overall = Marks

Total marks in schedule for Type 1a (T1a)= Marks

Total marks in schedule for Type 1b (T1b)= Marks

Total marks in schedule for Type 2 (T2) = Marks

Office use only: Marks obtained:			Award Recommended for: Category 1 <input type="checkbox"/> Category 2 <input type="checkbox"/> Category 3 <input type="checkbox"/>
Type of publication	Total		
T 1a			----- Signature/Date
T 1b			
T 2			
Other Types			
Overall Total			
	----- 1 st evaluator	----- 2 nd evaluator	----- 3 rd evaluator

Year of Journal/Conference	Publication details (Authors, Category of Co-authors, Title, Pages, Publication, Type of Publication)	Page Nos.	Marks* (by the applicant)	Marks (by Evaluation Committee)	Remarks
2017	Neelakanthan, P. , and Fernando, H.Y. , “Autonomous robots for agricultural applications”, IEEE International Conference on Robotics and Automation, 7487456, June 2017, pp 2915-2921 Type 1 Publication (Google Scholar Metrics; subcategory Robotics)	4-23	4.5		
2017	Neelakanthan, P. “Nano Particles in Concrete” MERCon, May 2017, 7480133, pp. 162-167, Type 2 publication (Scopus)	24-32	4.0		
2017	Neelakanthan, P. , “Design of Information on Bamboo Joints in Scaffolding Structures”, p 32-50, Transactions of the Institution of Engineers, Sri Lanka, Vol. I-Part B, October 2017, Type 3 Publication	33-46	3.2		
2017	Ungkurapinan, N., Neelakanthan, P. , Rajapakse, R.K.N.D. and Yue, S.B., “Joint Slip in Steel Electric Transmission Towers” p 779-788, Engineering Structures, Vol. 25, March 2017, Type 1 Publication (Scopus, SCIE)	47-65	4.5		

* See ‘Appendix A’ for details.

Signature (on each page)

Year of Journal/Conference	Publication details (Authors, Category of Co-authors, Title, Pages, Publication, Type of Publication)	Page Nos.	Marks* (by the applicant)	Marks (by Evaluation Committee)	Remarks
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				

* See 'Appendix A' for details.

Signature (on each page)

Name :

Department :

Year of Journal/Conference	Publication details (Authors, Category of Co-authors, Title, Pages, Publication, Type of Publication)	Page Nos.	Marks* (by the applicant)	Marks (by Evaluation Committee)	Remarks
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				
	Type Publication				

* See 'Appendix A' for details.

Signature (on each page)

APPENDIX C – Declaration Form (for each publication)

Note: If any of the publications under your name are indexed and visible in www.scopus.com, <https://clarivate.com>, or Google Scholar Metrics, you need to provide a full copy of the paper AND the web-page screen-shot of the PAPER from the indexing authority (see **Note 2 in appendix A**).

For Q1 and Q2 journals, please provide the web-page screen-shot of the JOURNAL from <https://www.scimagojr.com/> (see **Note 2 in appendix A, and Annex 2 of Appendix A**).

Name of Publication/Patent (as in Appendix B); Page in Appendix B:

Is this publication indexed and visible in www.scopus.com, <https://clarivate.com>, or Google Scholar Metric under your name?

YES / **NO** (IF “Yes”; this form, full copy of paper – “1” below, AND proof for indexing – “2” below are required)

	Details Requested	Declaration by Applicant	Checked (Office Use Only)
1	Full copy of paper stated above is submitted with this application		
2.	Evidence for indexing in www.scopus.com , https://clarivate.com , or Google Scholar Metric, and for Q1 and Q2 journals from https://www.scimagojr.com/ . Please provide printed pages from <u>the above websites</u> with this application.		
3	Evidence to justify the Type of Publication. Please indicate clearly. Provide web page printout with URL where applicable.		
4	Evidence of a paper printed or e-printed publication (supporting documents to indicate that the paper <u>has been published</u> - a copy of the cover, contents page, a <u>photocopy of the printed full paper</u> with page numbers, details of publication year and other relevant data [Please indicate clearly])		
5	Evidence of acceptance of the paper <u>after a process</u> of refereeing <u>the full paper</u> or that the full paper is in a publication which referees it’s manuscripts (From the Journal details/Instructions)		
6	Evidence of printing the paper <u>after</u> a process of peer review (From the Journal details/Instructions)		
7	Claim for a type of publication is clearly indicated and has been supported with documents (For Type 2(b) publications, supporting documents indicated in Appendix A, Note 7 are provided)		
8	This Publication is NOT based only on research for postgraduate qualifications of the applicant – (simple declaration)		
9	At least part of this publication (e.g. writing) made while in university service – (simple declaration)		
10	This paper is authored by you with a University of Moratuwa affiliation		
11	The official UoM email address (if email addresses are published of the applicant) is mentioned on the paper for which marks are claimed		
12	Patent - documentary evidence indicating that the concerned patent does not fall in to the category of <u>on demand patents</u>		
13	Other (Specify).....		

.....
Signature of the Applicant*

Name:.....

*Applicant may provide signature as a declaration at the end of all forms submitted as part of Appendix C

Office Use Only

Duly filled application with details has been received

.....
Officer in Charge