



3-5/NU-R/02
August 15, 2024

NOTIFICATION

Policy on Research Excellence Award

In pursuance of the recommendation of the 32nd Academic Council meeting of the University held on 7th June, 2024 and approval by the 42nd Board of Governors - NU meeting of the University held on 29th July, 2024, I am pleased to inform you about the adoption of "***Policy on Research Excellence Award***" with immediate effect.

The policy is attached as **Annex-I (Pages # 2-5)**. The Proforma is attached at **Annex-II (Pages # 6-13)**.

This is issued with the approval of the Competent Authority/Rector.

Dr Waseem Ikram
Registrar

Distribution:

1. Directors, Deans, HODs, NU campuses
2. File

POLICY ON RESEARCH EXCELLENCE AWARD

1. Purpose

The purpose of this award is to recognize the research excellence and reward the staff who have demonstrated excellence in their research.

2. Eligibility

Award nominees must have been working as a permanent full-time salaried employee at FAST-NUCES for at least three years at the date nominations close. **The nominee should not have received the same award in last three years.** A detailed eligibility criteria is given in Section 6.

3. Nature of awards

There will be following two awards of PKR. 500,000 each along with their certificates. The University has a right to open a call for either of the two or both awards every year.

- Research Excellence Award (individual)
- Research Excellence Award (team)

4. Nomination process

1. Nominations will be called from all the campuses of the university by the Director ORIC and these will be submitted to the ORIC office. Maximum five nominations can be submitted from one campus.
2. All nominations should come through the campuses' directors.
3. Application form needs to be completed for the nomination to be accepted.

5. Selection Process

1. The Application will be evaluated by a committee that will be constituted by ORIC office with the consultation of Higher Authorities.
2. The committee will be comprised of ORIC Director (Chair), nominated Dean, and one or three external experts.
3. There will be two awards one for each category.
4. If no nomination received or criteria is not full filled than no award will be awarded for that category.

6. Award Criteria

6.1. Common criteria for both categories

The Awards for Research Excellence are based on the premise that excellent researchers are inspiring, knowledgeable, enthusiastic, and innovative, with a commitment to their subject FAST-NUCES values, and an ability to generate and communicate new knowledge that contributes to advances and impact in their field of research.

All nominations must explain why each individual or team nominee is considered the top in their field. The researcher must provide his/her **last 3-year achievement/information** etc. Candidates should focus on presenting aspects of their research that include:

- Provide verifiable evidence of achievement.
- List innovative or otherwise noteworthy activities.
- Highlight any research aspect that the candidate believes is particularly remarkable.
- Emphasise any special or strategic interests of FAST-NUCES.
- Indicate research challenges that were overcome.
- Acknowledge other people who have been associated with, supportive of, or influential in, the achievement.
- Show impact on teaching, learning and wider research support at FAST-NUCES.

6.2. Category-wise Criteria

1. Research Excellence Award (Individual)

This award will be given to those who are doing excellent work in the research filed on the base of the following points. Candidates are free to provide whatever evidence they wish to support their case – but specific examples could include:

- High profile publications (HJRS).
- Citations.
- Research fundings both National and International.
- Acknowledgements by the research community e.g., medals, prizes, honorary status.
- National and International achievements.
- Prototype development and product commercialization.
- Service to prestigious Journals e.g., editorial board member, review member.
- Organizer of Conferences/Workshop.
- Keynote/Invited speaker in top ranked conference.
- National and International research collaborations with both academia and industry.
- Impact of research on teaching and learning.
- Consultancy projects.
- Patents/copy right/trademark etc. granted at National/International level.
- Any other supportive document.

2. Research Excellence Award (Team)

This is the University's premier award for a research team and is targeted towards excellence in team research. Nominees are free to provide whatever evidence they wish to support their case but specific examples could include:

- Evidence of interdisciplinary research, which is strongly encouraged.
- Evidence of diversity of research.
- Evidence of a research plan and submitted to different funding bodies/industries.
- Individual contributions to team strategies.
- Novelty or challenges that were tackled.
- Notable achievements, impact or “making a difference”.
- Recognition of the team either by grants/Projects or requests for engagement or contribution.
- Impact on students and teaching.
- Contribution to development of the research culture at FAST-NUCES e.g., providing mentorship to the new researchers and students.
- Impact of research on society.
- won national or international awards.
- Collaboration with national/international bodies/organizations.
- Research fundings both National and International.
- Consultancy projects.
- Patents/copy right/trademark etc. Granted (National/International Level).
- Prototype development and product commercialization.
- Any other supportive document.

7. Use of award money

Following guidelines will be observed to use the award money.

1. Awardee may receive maximum 50% of the award amount in terms of taxable salary.
2. The rest of the award money must be used to cover expenses associated with research activity, knowledge transfer or professional development. More specifically it may be used for the following heads.
 - a. Buying a research equipment.
 - b. Paying journal fee/subscription.
 - c. Attending local conference.

- d. Conference registration.
 - e. Local visits (industry/academia).
 - f. Dataset collection or preparation.
 - g. Any special head with the approval of competent authorities.
3. The award must be used in the year following the awards ceremony; no accrual beyond this is permitted.

**APPLICATION FORM
(BEST RESEARCHER AWARD)**

Note: all data filled in the application form should not be more than last three years from the date of this call.

1. Discipline

Research Domain	
Broad Discipline (Select One)	1. <input type="checkbox"/> Social Sciences, Arts and Humanities, Management Sciences 2. <input type="checkbox"/> Physical Sciences, Engineering, Technology, Computer Science, Statistics, 3. <input type="checkbox"/> Life Sciences, Biological Sciences, Health Sciences, Pharmacy, Agriculture, or Veterinary Science 4. <input type="checkbox"/> Other (specify)
Major Field	Field/ Subject
Minor Field	Specialization

2. Personal Information

Name		Designation	
Department		Campus	
Emp ID		NU Email ID	
Highest Qualification		Employment Status (Active/LWOP)	
Date of Joining		Cell Number	
List of Honours / Awards achieved in last 3 years			
Award Title			
Year			
Awarding Institution			
<i>Please add rows, if required</i>			
Brief Professional / Research Profile (not exceeding 200 words)			
<i>Briefly highlight Professional Experience and Research Focus</i>			

3. Research & Innovation Profile

Weight: 70%

Please provide in the relevant sub-sections below, list of contributions/ achievements in Research excellence and innovation on credit of the applicant.

3.1. Externally Funded Research Projects (Weight: 35 %)

*If a faculty member is Co-PI in a GCF/LCF/CPEC/ERASMUS, etc., with his / her approved budget **above PKR Ten Million** threshold, they shall be treated at par with a PI for the scoring purposes; provided evidence supports their claim. Only research projects registered with the ORIC and demonstrably funded by external funding body (international / national) are eligible for the reward.

Research Projects Running / Completed (maximum 3 projects in last 3 years).

Academic Year		
University Affiliation		
National / International		
Funding Agency		
Title of Project		
Grant (PKR Million)		
PI / Co-PI / Team Member		
Project Duration	Start:	End:
Release of Instalment(s) Cheque	Attach copy	
Evidence <i>E.g., Award letter by the funding body</i>		

Please add table, if required

3.2. Research Publications (Weight: 25 %)

3.2.1. Journal Papers (Maximum 5 articles in last 3 years) (Weight: 10 %)

Title			
Publication Date	<i>(DD/MM/YY)</i>		
Name of Journal			
Publisher	<i>Name of Publisher</i>		
University Affiliation			
Volume & Page No.			
Number of Authors			
Name of Authors <i>(in the same order as appeared on the publication)</i>			
Role of Author	<i>First, Lead or Corresponding author</i>		
Citation (from WoS or Scopus)	<i>Number of Citations</i>	<i>Source</i>	<i>Citation Web link</i>

HJRS Rank (hjrs.hec.gov.pk)	<i>Journal Category (W Only)</i>	<i>JPI Score</i>	<i>Year</i>
Online Link / DOI	<i>Web Link of digital copy of Research Article</i>		

Please add table, if required

3.2.2. Conference Papers (Maximum 5 papers in last 3 years) (Weight: 5 %)

Title			
Academic Year			
Date(s) of Event	<i>(DD/MM/YY)</i>		
Title of Conference			
Organizer			
Location			
Type of Session	<i>Conference Paper or Poster Presentation</i>		
National / International	<input type="checkbox"/> <i>International</i> <input type="checkbox"/> <i>National</i>		
Conference Proceedings Publisher	<i>Name of Publisher</i>		
University Affiliation			
Page No.			
Number of Authors			
Name of Authors (in the same order as appeared on the publication)			
Citation (from WoS or Scopus)	<i>Number of Citations</i>	<i>Source: WoS and Scopus</i>	<i>Citation Web link</i>
CORE Ranking <i>https://portal.core.edu.au/conf-ranks/</i>	<i>Source</i>	<i>Rank (A*, A, B, C)</i>	<i>Year</i>
Acceptance Ratio Evidence from conference organizer must be provided.	<i>Tier 1 (less than 25%)</i>	<i>Tier 2 (25-50%)</i>	
Online Link / DOI	<i>Web Link of digital copy of conference Research paper</i>		

Please add table, if required

3.2.3. List of Books (Maximum 2 Books in last 3 years) (Weight: 7%)

Book Title			
Publication Date			
Publisher			
# of Copies published			
National / International	<input type="checkbox"/> <i>International</i> <input type="checkbox"/> <i>National</i>		
Number of Authors			

Name of Authors (<i>in the same order as appeared on the book</i>)	
Online Link / DOI	

Please add table, if required

3.2.4. List of Book Chapters (Maximum 3 Book Chapter in last 3 years) (Weight: 3%)

Chapter Title	
Book title	
Publication Date	
Publisher	
# of book copies published	
National / International	<input type="checkbox"/> <i>International</i> <input type="checkbox"/> <i>National</i>
Number of Authors	
Name of Authors (<i>in the same order as appeared on the book chapter</i>)	
Online Link / DOI	

Please add table, if required

3.3. List of Patents / Copyright / Technology Transfer (Weight:10%)

3.3.1. Patents / Copyright / Technology Transfer (Maximum of 5 latest including Filed or Granted in last 3 years) (Weight: 5%)

Title	
Patent Reference Number	
Unique Identification Number	
National / International	<input type="checkbox"/> <i>International</i> <input type="checkbox"/> <i>National</i>
Awarding Date	<i>(DD/MM/YY)</i>
Number of Inventors	
Names of Inventors	<i>List name of Inventors as it appears on the Patent</i>
Role of Applicant	<i>CEO, CTO, CFO, Manager</i>
NUCES affiliation listed	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i>
Field or Subject	
Patent Category	<input type="checkbox"/> <i>Utility</i> <input type="checkbox"/> <i>Design</i> <input type="checkbox"/> <i>Plant</i> <input type="checkbox"/> <i>Any other (Please specify)</i>
Patent Status	<input type="checkbox"/> <i>Active</i> <input type="checkbox"/> <i>Abandoned</i>
Commercialization Aspect	<input type="checkbox"/> <i>Agreement(s) with Industry (License, Technology Transfer, Non-Disclosure Agreement,</i>

	etc. <input type="checkbox"/> Start-up/Spin-off launched <input type="checkbox"/> Venturing <input type="checkbox"/> Any other (Please specify)
Description	<i>Brief description of the Patent</i>
Evidence	<i>Provide copy of Patent Grant Certificate</i>

Please add table, if required

**3.3.2. List of Products / Applications Commercialized (Maximum 3 products in last 3 years)
(Weight: 5%)**

Title of Product / Application	
Number of Contributors	
Name of Contributor (s)	<i>List name of Contributor / Investors / Developers</i>
Role of Applicant	<i>Principal, Lead Inventor, Co-inventor</i>
Industry	<i>Industry Name</i>
Industry Level	<input type="checkbox"/> <i>International</i> <input type="checkbox"/> <i>National</i>
Sector	
Commercialization Aspect	<input type="checkbox"/> <i>Agreement(s) with Industry (License, Technology Transfer, Non-Disclosure Agreement, etc.</i> <input type="checkbox"/> <i>Start-up / Spinoff Launched / Venturing</i> <input type="checkbox"/> <i>Any other (Please specify)</i>
Estimated Income / Royalty per Annum (PKR Millions)	
Description	<i>Brief description of Product / Process</i>
Required Evidence	<i>Provide copy of Agreements with Industry or any other relevant proof</i>

Please add table, if required

4. Student Supervision

Weight: 14 %

4.1. PhD Students (Maximum of 8 Completed in last 3 years) (Weight: 8%)

S. No	Academic Year	Name of Student	Student Roll No.	Title of Thesis	Date of Completion
1.					
2.					

Please add rows, if required

4.2. MS Students (Maximum of 15 Completed in last 3 years) (Weight: 6%)

S. No	Academic Year	Name of Student	Student Roll No.	Published a paper from thesis? (Y/N)	Date of Completion
1.					
2.					

Please add rows, if required

5. Professional Services

Weight: 12 %

5.1. Editorial Board Member (Maximum of 4 in last 3 years) (Weight:2%)

Journal Name / Book Editor	
Journal Discipline	
Publisher	
Country of Origin	<input type="checkbox"/> <i>International (Name)</i> <input type="checkbox"/> <i>National</i>
ISSN #	
Listed on WoS	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i>
Listed on Scopus	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i>
HJRS Ranking (On date of application submission)	<input type="checkbox"/> <i>Platinum</i> <input type="checkbox"/> <i>Gold</i> <input type="checkbox"/> <i>Silver</i> <input type="checkbox"/> <i>Bronze</i>
Editorial Board Position	<input type="checkbox"/> <i>Editor-in-Chief</i> <input type="checkbox"/> <i>Associate Editor</i> <input type="checkbox"/> <i>Manuscript Editor</i> <input type="checkbox"/> <i>Other (specify)</i>

Please add table, if required

5.2. Research Proposal Reviewer (Maximum of 5 in last 3 years) (Weight: 2%)

Proposals reviewed internally will not be considered.

Name of Funding Agency	
Name of Research Grant	
Country of Funding Agency	
Financial Value of a Grant (PKR Million)	
Category of Reviewer	<input type="checkbox"/> <i>Primary</i> <input type="checkbox"/> <i>Sub-reviewer</i>

Please add table, if required

5.3. Organizer of a Conference (Maximum of 4 in last 3 years) (Weight: 4%)

Conference Title			
Conference CORE Ranking (e.g. A*/A)			
Acceptance Ratio			
Year Established			
Proceeding publisher			
Dates	Start		End
Venue			
Website Address			
Conference Proceedings/Books of Abstract Archived	<input type="checkbox"/> <i>Yes</i> <input type="checkbox"/> <i>No</i>		
Role in Conference	<input type="checkbox"/> <i>General Chair</i> <input type="checkbox"/> <i>Program Chair</i> <input type="checkbox"/> <i>Finance</i> <input type="checkbox"/> <i>Publication Chair</i> <input type="checkbox"/> <i>Other (specify)</i>		

Please add table, if required

5.4. Keynote Speaker (Maximum of 4 in last 3 years) (Weight: 4%)

Title of the Talk			
Date(s) of Event	<i>(DD/MM/YY)</i>		
Title of Conference			
Organizer			
Location			
National / International	<input type="checkbox"/> <i>International</i> <input type="checkbox"/> <i>National</i>		
Official Speaker Bio - included in the Conference Handbook			
Synopsis/Abstract (if any).			
CORE Ranking of Conference <i>https://portal.core.edu.au/conf-ranks/</i>	<i>Source</i>	<i>Rank</i>	<i>Year</i>
Acceptance Ratio of Conference	<i>Tier 1 (less than 25%)</i>	<i>Tier 2 (25-50%)</i>	
Online Link	<i>Web Link of digital copy of Keynote speech</i>		
Required Documents	<i>Provide copy of published conference paper or keynote certificate.</i>		

Please add table, if required

6. Statement of Contributions

Weight: 02 %

Write your research description in a way that is understandable by a broad audience, including subject experts, laypeople, and evaluators from outside your field. (Max 500-1000 words)

The statement should demonstrate evidence of lasting impact that can be measured in two dimensions, namely (a) academic impact, i.e., creation of new knowledge, idea, product or stimulating other's work, contributing to the intellectual development; and (b) socio- economic impact, i.e., the resolution of a problem facing society, or the creation of a product that benefits society.

7. Video Documentary

Weight: 02 %

A video documentary to supplement the accomplishment attained through varied actions, their socio-economic impact and commercialization aspect. The video footage requires:

1. Four (4) to Five (5) minutes of High-resolution footage required with Natural sound of reported activities.
2. Exhibit special achievements of the applicant and show persuasively how and where they have made a difference.
3. Footage of activities/processes at industry/field, university, Lab.
4. Footage of the developed technology/outcome/prototype if any.
5. Any other meaningful footage that can be used for a video presentation of achievements

Signature of Applicant