

Annex 1 – Methodology to Implement the Research Performance Scheme to Recognize Researchers in the University System

The methodology to be followed in determining the Tier of an individual Researcher is described below.

Prerequisite to Apply

Prior to submission of an application to be placed in a Tier, the Researcher (Academic or Administrative staff) must open a Google Scholar account that has been made public, with a verified email account having the domain name of the University to which he/she is attached.

Methodology

1. The Researcher, having determined the Tier level appropriate to his/her **h-index** on Google Scholar, according to “Table 1 Minimum **h-index** values to qualify for a Tier”, may apply for recognition from the approving authority of the University/Higher Education Institute with sufficient evidence to satisfy the approving authority.
2. The approving authority shall be the University Research Management Committees which have been established with the approval of the Senate of the University, to approve the payment of the annual Research Allowance. The same approving authority shall determine the Tier of the Researcher when an application is received.
3. The application must be comprehensive. The evidence necessary for the University Research Management Committee to substantiate the publications claimed in the application must be provided. Submitting only the **h-index** value reported by the Google Scholar is not a comprehensive application.
4. If the Researcher is not satisfied with the determination of the approving authority, he/she may appeal to the Vice Chancellor of the University / Director of the Higher Educational Institute for reconsideration.
5. If the assigned Tier for the Researcher is to be elevated based on the increased **h-index** value reported by Google Scholar compared to that given in “Table 1 Minimum **h-index** values to qualify for a Tier” for his/her Faculty/Discipline, the Researcher may apply to the approving authority to determine the improved Tier of the Research Performance scheme. Steps 2 to 4 are applicable for the application submitted for the improved level.