

RESEARCH PUBLICATION INCENTIVES PROCEDURE

Procedure #:	SR-300-P1	Revision #:	01
Accessibility level:	A	Effective date:	Feb. 10, 2021

1. Purpose

The University grants faculty members these incentives to those who publish scientific research in prestigious national and international journals, publish books with valuable content, or achieve high citations for published work.

2. Definitions

The definitions herein appear in this document and/or in the related documents

- 2.1 **The Dean:** the dean of the scientific research deanship
- 2.2 **The Council:** the council of the scientific research deanship
- 2.3 **The applicant** is the faculty member who applies for publication incentives.
- 2.4 **The incentives** are the financial awards granted to the faculty member for publishing a book, a journal paper, or achieving high citation of scientific work.

3. Procedure

- 3.1 The applicant must be a faculty member at FBSU at the time of the application for the incentives. The researcher's affiliation must be at FBSU for journals papers incentives. In addition, all detailed conditions mentioned in the bylaws of scientific research for the incentives must be satisfied.
- 3.2 The published papers should have volume number, issue number, and page number, in order to be applicable for incentives.
- 3.3 Along with the application, the applicant should attach the published paper with proof of journal ranking.
- 3.4 For journals papers incentives, the item must not have been awarded anything before, by any institution.
- 3.5 The applicant should fill in the right application template, (found on deanship website). The application must be submitted to the Dean of Scientific Research along with all needed forms and documents attached.
- 3.6 The Dean of Scientific Research will study the application and write his recommendations to the application
- 3.7 Finally, the application must be approved by Council for the Scientific Research Deanship.

4. Related Documents

- 4.1 Research Publication Incentives Request Form (SR-300-F1)