Institute of Organic Chemistry and Biochemistry, Academy of Sciences of the Czech Republic, v.v.i.

Director's Order **3/2008**

The Evaluation of the Efficiency of Scientific and Scientific-Service Teams

Article 1
Preamble

The Evaluation of the Efficiency of Scientific and Scientific-Service Teams is used for periodical monitoring of the publication and application activities of the teams. The evaluation is performed annually, always at the beginning of February.

The efficiency of a team is calculated for the period of the last three years (in 2008 for the year 2007, in 2009 for the two years 2007 and 2008) and is normed for the period of one year.

Only such outputs can be included in the evaluation which have been entered in the ASEP [Automated System for Publication Index] database.

Article 2
The Method of Calculating the Performance Factor

A team's performance is numerically evaluated by means of the **team performance factor (FVT) based on the formula**

$$\mathbf{FVT} = \frac{\mathbf{J}+\mathbf{B}+\mathbf{C}+\mathbf{D}+\mathbf{P}+\mathbf{T}+\mathbf{S}+\mathbf{L}}{\mathbf{IMP}}$$

J = articles published in a high-impact journal

The numerical value of **J** evaluates the publication activity of the team such that

$$J = \sum (\text{IF} \times \text{contribution to the publication}),$$

where all the publications issued in the period in question in which the team workers have participated are calculated.

IF is the impact factor of a journal according to the ISI in the year when the publication was issued (or alternatively, the last known IF if the IF for the year of publication is not yet known) or the **real impact factor (RIF)** of the publication for the evaluated period.
The RIF is the number of independent citations per given publication divided by the number of years since its publication. The year of publication is not included. The team leader documents the publication's citation rate based on the Web of Science (Science Citation Index). Self-citations (one's own as well as of the co-authors) do not count.
The **contribution to the publication** corresponds to the proportion: the number of the authors from the team being evaluated / the total number of the authors of the publication. The contribution to the publication equals **one** if the first and/or the corresponding author are/is from the respective team.

B = specialised books

The numerical value of **B** is determined using the equation

$$B = \sum 2.5 \times (\text{contribution to the book}) \quad \text{Czech book}$$
$$B = \sum 5 \times (\text{contribution to the book}) \quad \text{foreign-language book,}$$

where all the books published in the given period in which the team workers have participated are calculated.
The **contribution to the book** corresponds to the proportion: the number of the authors from the team being evaluated / the total number of the authors of the book. The contribution to the book equals **one** if the first and/or the corresponding author (provided that the corresponding author is listed) are/is from the respective team.

C = chapters of a book

The numerical value of **C** is determined using the equation

$$C = \sum 1 \times (\text{contribution to the book}) \quad \text{Czech book}$$
$$C = \sum 2 \times (\text{contribution to the book}) \quad \text{foreign-language book,}$$

where all the books published in the given period in which the team workers have participated are calculated.

The **contribution to the book** corresponds to the proportion: the number of the authors from the team being evaluated / the total number of the authors of the book. The contribution to the book equals **one** if the first and/or the

corresponding author (provided that the corresponding author is listed) are/is from the respective team.

D = article in a collection (not taking such collections that publish only the abstract of the contribution into consideration)

The numerical value of **D** is determined using the equation

$$D = \sum 0.1 \times (\text{contribution to the article}) \quad \text{collection in Czech}$$

$$D = \sum 0.2 \times (\text{contribution to the article}) \quad \text{foreign-language collection,}$$

where all the articles published in the given period in which the team workers have participated are calculated.

The **contribution to the article** corresponds to the proportion: the number of the authors from the team being evaluated / the total number of the authors of the article. The contribution to the article equals **one** if the first and/or the corresponding author are/is from the respective team. If the collection is conference proceedings, the contribution to the article equals **one** if the author is the presenter.

P = patent granted

The numerical value of **P** is determined using the equation

$$P = \sum 5 \times (\text{contribution of the authors}) \quad \text{national patent (with the exception of the USA and Japan)}$$

$$P = \sum 50 \times (\text{contribution of the authors}) \quad \text{international patent, patent from the USA or Japan,}$$

where all the patents granted in the given period in which the team workers have participated are calculated.

The **contribution of the authors** corresponds to the sum of the contributions of the authors from the team being evaluated on the basis of the record in the invention notification.

T = operation on a semi-industrial scale, attested technology

The numerical value of **T** is determined using the equation

$$T = \sum 7.5 \times (\text{contribution of the authors}),$$

where all the outputs published in the given period in which the team workers have participated are calculated.

The **contribution of the authors** corresponds to the proportion: the number of the authors from the team being evaluated / the total number of the authors.

S = prototype, implemented methodology, functional sample, authorised software, utility and industrial design

The numerical value of **S** is determined using the equation

$$\mathbf{S} = \sum \mathbf{2.5} \times (\mathbf{contribution\ of\ the\ authors}),$$

where all the outputs published in the given period in which the team workers have participated are calculated.

The **contribution of the authors** corresponds to the proportion: the number of the authors from the team being evaluated / the total number of the authors.

L = income from licence fees and other income from the application of IPs

The numerical value of **L** is determined using the equation

$$\mathbf{L} = \mathbf{X} \times [\mathbf{3}/(\mathbf{X} - \mathbf{0.5}) + \mathbf{1}]/\mathbf{10} \times \mathbf{contribution\ of\ the\ author}$$

X = income in millions of CZK.

IMP = institutional salary means paid to the team for the monitored period in millions of CZK (minus the excess items) minus the team leaders' salaries. In the case of scientific-service teams, only the salary means of the employees of the scientific part of the team are included.

Article 3
Evaluation Procedure

1. The Research Information Centre (SVI), through an extract from the ASEP database, will present the team leaders with a list of acceptable outputs (articles, specialised books, chapters in a book and articles in a collection). In the case of articles in high-impact journals, it will provide the value of the last known IF.
2. If necessary, the team leaders will adjust the values by employing the real impact factors and will document the citation rate.
3. The adjusted lists will be submitted to the Office of the Director (Secretariat).
4. The Patent and Licence Office will provide the Secretariat with a list of patents granted in the monitored period with the authors of the patent and their share in the patent listed.
5. Team leaders will present the Secretariat with the data for the calculation of **T** and **S** if applicable.
6. The head of the Technical, Economic and Logistic Administration (THS) will submit the **IMP** values for the individual teams and income from licence fees including the authors' share of the royalties to the Secretariat.
7. The Secretariat will perform the final calculation.

8. The director will publish the results of the evaluation.

Article 4
Final Provisions

This order supersedes the Director's Order 4/2004.

In Prague on 8th February 2008

RNDr. Zdeněk Havlas, DrSc.
Director