

Stellenbosch University

Policy and procedure for measurement of research output

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Introduction

DHET definition of research output:

“textual output where research is understood as original, systematic investigation undertaken in order to gain new knowledge and understanding. Peer evaluation of research is a fundamental prerequisite of all recognised research output and is the mechanism of ensuring and thus enhancing quality”

Official DHET policy document:

http://admin.sun.ac.za/research/outputSurvey_NewDOEPolicy.pdf



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**Which categories of research outputs
can be submitted for subsidy
purposes?**



Recognised research output:

- Original research articles in accredited journals
- Original, peer reviewed books/Chapters in books for experts in the field
- Published, peer reviewed conference proceedings



Journal articles

- **Lists of accredited journals:**
 - ISI (3 indices: SCI, SSCI, AHCI)
 - IBSS
 - Approved South African journals

<http://www0.sun.ac.za/research/research-outputs-and-accreditation/accredited-journals-1.html>

Only original articles, research letters, research papers
& review articles in accredited journals
are recognised for subsidy purposes

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Other Categories

- Books / Chapters in books
- Conference proceedings

NB: Result of *original research* and the target audience must be *specialists* in the relevant field

Key element to successful submission is ***proof of peer review***, with as much *detail as possible re process followed*



Calculation of subsidy units



- **Journal articles –**

- 1,0 unit (accredited journal)

- **Books / Chapters in books –**

- maximum of 5,0 units (every 60 pages = 1 unit, to maximum of 5 units)

- **Conference proceedings –**

- 0,3 units (international proceedings) &
0,2 units (national proceedings)

- Units are divided equally between number of authors
- Refer to **FAQ** document for examples of **calculating units**



Internal process

- **Notice – September/October each year**
- **Closing date: First week in February following year**
- **February & March: Screening and validation of submitted publications (DRD)**
- **Beginning of April – internal evaluation of all submitted books & conferences by internal panel**
- **End April – External audit by PriceWaterhouseCoopers of all journal articles in accredited journals**
- **15 May: DHET closing date for submission of publications**



Accompanying documents to be submitted when requesting subsidy



Submission of research output

Journal articles in accredited journals:

- Copy of 1st page of article with full details on the year of publication, full name of the journal & affiliation of author(s). These details should be highlighted (see next slide)

Books / Chapters in books:

- Hard copy of book
- Peer review: “body of evidence”
 - Firstly, statement from publishers and/or reviewers’ reports **prior** to publication
 - If not available, statement from editor(s)
 - Peer review PROCESS to be provided, not statement only



Submission of research output (continued)

Conference proceedings:

- Hard copy of proceedings
- Peer review process: either in proceedings or as statement from conference organiser(s).

Inclusion of journal titles:

- International journals: submission directly to ISI or IBSS



Incentive funding



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SOS Funds

- Detailed feedback to heads of departments re publications that qualified for subsidy. Incentive to departments based on above mentioned publications – so called SOS Funds (“Spesiale Ondersteuningskema vir Navorsing”)
- Amount for subsidy units determined by the subcommittees of the Research Committee
- SOS funds to be utilised specifically for the promotion of research; only with written approval by head of department (policy document)
- Link to policy document from DRD website:
<http://www0.sun.ac.za/research/research-outputs-and-accreditation/research-output-survey.html>
- Since 2013, DVC(Research) awarded additional incentive funding of R50 000 to top 50 researchers (as determined by number of accredited publications as well as number of publication units)



Submission of data on the RA

URL: <https://navadm.sun.ac.za>

Closing date for research 2014
publications:

2 February 2015

