

# Guidelines for Distinguished University Professorship Award at KFUPM

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## A. Preamble

The University Distinguished Professor award is the highest honor that KFUPM can bestow on an outstanding faculty member who demonstrated highly productive and outstanding achievements in research, teaching and community service at the university. Such a designation recognizes extraordinary, internationally-recognized, scholarly achievements by the recipient in his field as well as excellence in teaching and service.

The University Distinguished Professorship award is based on competition. The application for the award is made to the Deanship of Scientific Research and the final selection and recommendation to H.E. the Rector is made by the University Scientific Council. The term of the University Distinguished Professorship award is three calendar years. A maximum of two awards excluding the award renewals are granted university-wide every year. The winners of the new award should be from different departments. The University Distinguished Professor receives SR 20,000 annually and SR 150,000 research grant, over three years, to be expended by the recipient for research, scholarly activities, graduate students, supplies for other related activities that enhance the success of his scholarly activities. In addition, the winner is eligible to request for hiring a post-doctoral fellow to assist him in his research work.

Eligible faculty members may nominate themselves for the award or be nominated for it by their department or by any two faculty members.

## B. Eligibility

The following minimum qualifications and credentials are required for the nomination/application of the Distinguished University Professorship Award.

1. The applicant has served a minimum of four continuous academic years and has been a full professor for a minimum of three academic years at KFUPM
2. The applicant should have a minimum of 65 journal papers of which at least 40 are in ISI journals, 10 conference papers, 300 citations (excluding self citations and by the co-authors; they should be either from ISI or SCOPUS), being a principal investigator of funded research project(s), and supervised MS and PhD theses during his academic career at KFUPM.

3. The h-index (excluding self and co-authors citations) should be 10 or more, as obtained from ISI or SCOPUS.
4. The applicant should have served in the editorial board of an international journal, a member of technical or scientific committee of an international symposium or conference or should have been invited to deliver keynote speeches at international conference/s.
5. The applicant should demonstrate leadership in research at KFUPM as judged by published research papers with other faculty and/or graduate students.
6. The applicant should have supervised undergraduate students in senior or coop projects. (If applicable)
7. The applicant should have developed and introduced new graduate or undergraduate course(s).
8. The applicant should have participated actively in developing curricula or instructional program(s).
9. The applicant should have a recognized record of innovative teaching as attested to by students.
10. The latest three years average of the students' evaluation and the departmental chairman input of the applicant should place him among the top faculty in his department.
11. The applicant is involved with university and community service.

The numerical ratings are given in the Appendix

## **C. Selection Criteria for Award**

The applicant should demonstrate substantial scholarly achievements, and his academic work is widely known and respected. His research achievements should have a recognized impact on the advancement of knowledge in his area. The selection of the respective faculty is based on the quality of the scholarly achievements of the candidate during his presence at KFUPM, the leadership in research and its impact on colleagues and junior faculty, international reputation, his contribution to research via funded projects, and his involvement in graduate studies at KFUPM through theses supervision. A point system is used to quantify the applicant's credentials. Only those credentials that have been developed at KFUPM are considered. The candidate is selected based on the scores and positive recommendation of at least two international referees.

### **C.1. Adopted Scheme for the Research Output**

1. Each research/academic book published by an international publisher is given 200 points. An additional 50 points are given for a single authored book.
2. Each patent is given 200 points. An additional 50 points are given for single named patents
3. Each book chapter is given 50 points. An additional 25 points are given for single authored chapters.
4. The numerical rating of each Journal Publication is determined from the criteria given in the appendix.
5. The numerical rating of each Conference Publication is determined from the criteria given in the appendix. The total points acquired for Conference Publications should not exceed one third of the total points determined for journal publications.
6. Each citation by others, (excluding self and co-authors citations), is given 15 points. The total points for citations should not exceed half of total points acquired for journal publications.
7. Each funded project is given 50 points. An additional 25 points are given if the applicant is the principal investigator.
8. Supervision of an MS student is given 50 points and a Ph.D. student is given 150 points. Membership of a MS thesis committee is given 25 points and that of Ph.D. dissertation gets 75 points.

### **C.2. Leadership and Recognition in Research activities**

1. Each membership in editorial board of international journals is given 50 points.
2. Each keynote speech invited or delivered is given 50 points
3. Each membership in technical or scientific committee of international symposia or conferences is given 50 points.
4. Organizing national or local conference, symposium and workshop is given 50 points. Organizing international conference, symposium or workshop is given 100 points.
5. Development of a research laboratory at KFUPM is given 50 points.

## D. Teaching Excellence

A point system is adopted for teaching excellence as shown below. However, the points in this category are limited to 15% of points the candidate acquires in research.

1. Supervision of an undergraduate senior project is given a maximum of 15 points regardless of the number of students in the team performing the project.
2. Supervision of coop project is given a maximum total of 30 points.
3. Development of instructional laboratory is given a maximum total of 50 points.
4. Developing and teaching a new undergraduate or graduate course is given 50 points.
5. Use of modern delivery tools is given a maximum of 100 points
6. The points assigned to students' evaluation are computed as follows:

$$100 * \left[ 1 - \frac{\text{Average rank in the department for the past 3 years} - 1}{\text{Current number of faculty}} \right]$$

## E. University and Community Service

A point system is adopted for University and Community Service as shown below. However, the points in this category are limited to 10% of points the candidate acquires in research.

Membership of committees and sub-committee are given points as shown in the table. Points are given to each committee and sub-committee that is formed during the last three academic years. Short course coordination and teaching as well as presenting public seminars are also considered in this category. Only those activities performed during the past three academic years are counted.

Committees	Chair	Member
Promotion Committee	50	10
Committee meets $\geq 10$ times, keeps minutes and has a final report	50	10
Committee meets $\geq 5$ times but $< 10$ times, keeps minutes and has a	30	6

final report		
Committee meets < 5 times, keeps minutes and has a final report	20	4
Coordinating a short course.	50	
Teaching a short course.	10	
Offering a KFUPM seminar or talk	10	
Offering a seminar or talk outside KFUPM	15	
Offering a seminar or talk outside the Kingdom	20	

## F. Award Granting and Miscellaneous Conditions

The applicant's total score is the sum of his scores in each of the above areas with the restrictions stated in the first paragraphs of Sections 4 and 5. The top two candidates receive the award keeping in mind the restrictions stated in Section 1, Paragraph 2.

The award term is three calendar years. The start time should not be beyond the start of the academic semester following the semester where the application for the award has been made. The starting time is selected by the mutual agreement of the winner of the award and the University administration

A distinguished professor can apply for the award again provided that the terms of the two awards do not overlap. He can use research credentials that were used in an earlier award provided that he publishes an average of four ISI journal papers annually since the last time he had the award.

## G. Recommended for Inclusion in the Dossier

1. A comprehensive memorandum stating the applicant's research, teaching, and service achievements during his stay at KFUPM.
2. The current curriculum vitae, which is prepared according to KFUPM promotion guidelines.
3. List of publications clearly showing the ISI and Non-ISI\* journal, and conference papers. List of citations, excluding self and co-authors citations.

4. Copy of evidence of his credentials including books, patents, book chapters, journal publications, conference presentations, funded research projects, citations, editorial board membership, letters of invitation for keynote speech, etc.
5. List of senior projects and coop projects supervised. (If applicable)
6. Results of students' evaluation which are conducted by the department.
7. Evidence of the committee involvement.

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**\* Non-ISI Journals are accepted ONLY for College of Industrial Management and College of Environmental Design from the list of Journals approved by the Scientific Council.**

## H. Benefits

The award winner received SR. 20,000 annually as cash price and a plaque, in addition to SR. 150,000 as research grant to be expended by the recipient for research over three years.

## I. APPENDIX – Criteria for Numerical Ratings

### I.1. ISI Journals

1. Papers published in ISI journals are assessed using a rating system that is based on the impact factor in Journal Subject Category (JSC) of the ISI. The research area(s) of a candidate may fall in more than one JSC. Rating of each journal is made according to the year at which the paper is published. If a journal is not listed in the JSC in year of publication, then the closest year of listing in JSC is selected.
2. Journals in a specific JSC are sorted in descending order of their impact factors. Journals at the top 12.5% are giving a rating A+, those in the next 12.5% are given rating of A, those in the next 12.5% are given of B+, etc.

The table below gives the qualitative and numerical ratings:

Location in the List	Journal Quality	Basic Points
Top 12.5%	A+	100
Next 12.5%	A	94
Next 12.5%	B+	88
Next 12.5%	B	75
Next 12.5%	B+	63
Next 12.5%	C	50
Next 12.5%	D+	38
Next 12.5%	D	25

**Single Authorship:** For each journal paper, additional 25% of the points are added.

**Two Authorship:** For each journal paper, additional 15% of the points are added.

**Three and More Authorship:** For each journal paper, additional 5% of the points are added.

As an example, consider a particular Journal Subject Category which includes 144 journals. Rank them by the impact factor. The top eighteen, i.e. top 18 journals are ranked A+, journals 19 to 36 are ranked A, etc.)

## **I.2. Non-ISI Journals\***

Each journal paper is given 20 points. Non-ISI Journals are accepted only for College of Industrial Management and College of Environmental Design from the list of Journals approved by the Scientific Council

**Single Author: For each journal paper, additional 25% of the points are added.**

**Two Authors: For each journal paper, additional 15% of the points are added.**

**Three & more Author: For each journal paper, additional 5% of the points are added.**

## **I.3. Conference Papers**

1. Each conference paper that appeared in the proceedings of international conferences is given 15 point.
2. Each conference paper that appears in proceedings of local conferences is given 10 points